

A BOOK ON BOOKS



Johann Gutenberg of Mainz, Germany
Inventor of Printing with movable types,
called Typography, in 1450 A. D.

A BOOK ON BOOKS

Approaches To Their Comprehension And Values

C. G Viswanathan



Prachi (Professional) Publishers
Lucknow

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With Love Unlimited
To My Grandsons
CADUVETI Bhaskar, Siddharth Karthikeya
May Good Reading Shape Their
Personality

P R E F A C E

The title of this book may be considered provocative and to some extent fantastically presumptive by several readers. It is apt that such a question is raised how a single book can be capable of dealing with an infinite variety and number of books that are available. The forthright answer to this question will be found in the explanatory title of this work 'Approaches to their Comprehension and Values'. The real aim of preparing and presenting this work is to fill in a longstanding gap between books and readers, and to enable the large number of users of books to obtain the best results after reading the books of their interest.

As early as 1927, it was at the suggestion of Pascal Covici, the Chicago Publisher, that Douglas C. McMurtrie wrote the book under the title '*The Golden Book*', which was mostly concerned with the art of book making and the related industrial arts, like paper manufacture, ink, types, printing, and bookbinding. The popular demand for this work continued through its four editions issued during a period of ten years. This wide and continued interest of the people in his work, encouraged him to write a new book, based on the *Golden Book* but incorporating the new developments in the art of printing, and book making. This was published under the title 'The Book - the Story of Printing and Book Making, 'Oxford University Press, 1943. In his introduction to the book on page xxv he makes the observation 'For when demand exists for a good work in any field that demand is inevitably supplied. It is perhaps, because of this lack of appreciation and interest that there are '*few books about books*' addressed to the general reader and making clear to him the essentials of good book making.'

Subsequently, the writer of this work, while teaching Bibliography in all its aspects to post graduate classes of library and information science, for over forty years, 1935—1978, at different universities of India and the United Kingdom, only two good books, one by Arundell Esdaile, and the other by C B McKerrow could be located. This also disclosed the paucity of works on this subject

The art of using books and libraries, as the subject of books remained neglected, and not one good book could be suggested to the students, and also the general users of books for their study. This handicap was always before the writer of this work all through these years. Fortunately, in November 1986, an all India Seminar on the 'User Education in Academic Libraries', under the auspices of the University Grants Commission (India) was conducted by the Department of Library and Information Science, Lucknow University. I was privileged to deliver the key-note address to the participants on the subject of User Education of Books and Libraries of the Academic Institutions.

The sporadic attempts to provide directions to the students and faculty on the use of libraries at universities by preparing small booklets, outlay blue prints of the library by each university library to present the facilities offered by the library were the only literature available. The large portion of these directions was on the location of the library building, its lay out, disposition of the various departments, the stack area, the rules and regulations governing the privileges of students and teachers in using the library, the penalty for defaulters, and for abuse of the library. Mention was sometimes made on the special collections of the library on important subjects. Beyond these, there was no mention of approaches to the books, their comprehension and values except a brief guide to the use of the catalogue.

All these factors converged together to convince the writer of this work that there is imperative need for a book like this to be made available to the users of books and libraries. Due to the increasing interest witnessed on women's role in society and books written by women for women, specially a chapter on 'Women's Reading and Writing' has been included.

Broadly, the contents cover 1 the Materials of books and their making, 2 the People who use the books, and their attitudes, and 3 the Impact of books on human mind, and their capacity to shape and mould the life and philosophy of the users. A little effort on the part of users in understanding the composite nature of books would result in the quality of usage of books. Perhaps, this work may also serve the purpose of a text book for teaching and study of users' education of books and libraries in the school librarianship. Let it be clearly understood that this work is neither designed nor pretends to be a text for the study of bibliography, even though frequent references to bibliographical aspects have been made.

The various titles of books on subjects stated cover a wide range from the early to modern period, and in several languages. As far as possible, well known works have been chosen as examples, although a few may be rare ones.

The illustration of Johann Gutenberg on page 137, the four lines from page xxv of the Introduction, and paragraph one of chapter x, page 36 from the book *'The Book the story of Printing and Book Making'* by Douglas C McMurtrie, Oxford University Press, New York, 1943 have been reproduced in this book with a view to render the treatment of the subject more authoritative. I am grateful to the author and publisher of the book and thank them for their cooperation.

Lastly, I acknowledge with gratitude the assistance given to me in the preparation of this work by my professional colleagues, Dr N R. Satyanarayana, Head, Department of Library and Information Science, Lucknow University, Dr S S Iyer, Scientist in charge of the library of the Central Drug and Research Institute, Lucknow, and Mr S N. Agarwal, Library Officer, Industrial Toxicological Research Centre, Lucknow, and the staff of the British Library, Lucknow for the references, verification of citations, and for their constructive suggestions for improving the value of the book. Also I record with utmost pleasure and affection the timely procurement of the latest edition of *Good Reading*, New American Library, by Dr G. Veeraswamy, Columbia University, U S A, which has been of considerable help in the bibliographical aspect of the book. It is indeed a special joy to mention the names of my two grand daughters, Dharanija and Vasudha, who did miscellaneous items of work connected with the preparation of this work, and thus saved my time

It is my fond expectation that this work, which is off the record from my other professional books, would effectively meet the purpose for which this work was undertaken, and also command the respect of my colleagues, both at home and abroad, which I received in abundance all these years

"SAVITRI",
C-2444, Indira Nagar,
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December 23rd, 1987

C. G. Viswanathan

C O N T E N T S

Frontispiece Johann Gutenberg

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*An Introduction to the Study of Books.
Learning, Literature, Culture, Civilization,
And Life*

One must know the nature of books in all their aspects before using them. What kind of product or commodity they are, who are responsible for their shape and personality as a whole? What part they play in the civilized communities? If, in a general way, some knowledge about books is known, it will help us to pick and choose, to enjoy their reading and to use the information in them appropriately in solving life's problems.

Books are end products of the intellectual processes of disciplined minds of men and women. But they are considered as commodities by booksellers, whose main motive is to effect maximum sale of that commodity. Whether they are purchased by students or teachers, or libraries, or other persons in different professions and pursuits of life, it is immaterial to a bookseller. Good booksellers try to assess the existing demand for books by certain authors and subjects and stock them for sale. They give publicity of the titles in their stock and adopt measures to sell them quickly before newer titles supercede them and the readers lose their interest in them. We must, however, concede that bookselling, though a means of livelihood, is certainly a service rendered to the society.

In the chapter on the making of printed books full details on the evolution of books, as one sees them now, are provided. However, a brief conception of a printed

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book is given here in order to satisfy the inquisitive reader. Each book has a shape, size, volume, weight, and colour, it usually contains printed pages of paper held together by stitching them in a convenient way to turn the pages from left to right or vice-versa, and is protected to withstand the wear and tear of usage by means of sticking end papers and bristol boards, which are strengthened by covering them with paper or cloth or leather. This is known as bookbinding. Finally the back and front of a book is printed with the title of the work, the name of its author, name of its publisher, who is responsible for its production from a manuscript into a printed book.

Lastly, essential information on its author, title, contents, and related titles, and reviews of the book on back of the jacket are printed. It is priced by the publisher by adding together all inputs (1) printing and binding, paper, covering material, lettering, (2) his profit for investing the capital provided, (3) discount offered to booksellers, and (4) royalty to be paid to the author. Thus a printed book attains a personality with attractive features.

Now turning one's attention to the concepts of its author contained in the book, which are more valuable than its material, it can be stated that they are the reflections of his imagination and design in the given field of knowledge in which he is interested. The book may treat of abstract ideas as in philosophy, theology or in purely imaginative concepts as in literature and its divisions-poetry, drama, prose, fiction, oratory, etc., or in concrete facts and processes as in science and technology, or on human relations as in social sciences and history. These are four

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convenient broad divisions of knowledge in which books may be grouped

The writer (author) of a book is its architect, and from the intellectual processes of his mind, the book emanates, gradually obtaining coherency and comprehensiveness of the aspect of the subject treated. In order to help readers to understand what the book is about, the author provides a title page, preface, introduction, table of contents containing chapter headings, number of pages, list of illustrations, index, some books contain select bibliography, glossary, and appendix.

Soon after the manuscript is completed, it is taken up by the publisher for conversion into a printed book. The format of the printed books have changed in their physical form and structure, from the time of Johann Gutenberg to this date, approximately for the last five centuries.

Learning . Kinds of books

From the picture books for the very young readers onwards to the mature scholar and the general readers books vary in their physical format as well as in their contents, style expression, illustrations, and level and coverage of the subject.

There are text books, advanced treatises, outlines, abridgements, and adaptations, and finally reference books. Each one of them has a precise function to perform, e.g., a text book is so produced as to cover the educational curriculum of the institution. It cannot be put to use as a reference book. Normally these text books are used by the students and the teachers.

A Book on Books

After the oral communication system gave place to written and printed pages, as the number of people, who became interested in learning, reading, and be informed, increased, without the involvement of printed books, which can be produced at cheap price and in large numbers, no system of education, learning, and communication of information could be conceived. The power and influence of the printed books has been unchallenged from the fifteenth century to this date

The printed books are bound to last for an unseeable future, because of their superior qualities over the television and the radio. Firstly, the book is in harmony with the life of the people, who are familiar with its size, shape, and uses, e. g. the immortal epics, the *Ramayana*, the *Bhagavadgita*, and *Puranas*, and *Dharmasastras* in printed book form are not only treated with respect, but very commonly found in homes of all educated persons. Secondly, the book has the distinguishing quality of providing individual satisfaction and service. A single book may be used for yielding different types of information to different members of the community. By virtue of its good and great influence on the human mind, a book may capture the imagination of millions of human beings. The personal satisfaction obtained after reading a book could be offset with the service that the television and radio provide

A large number of people remain passive spectators watching the man or woman on the television screen and listening to the same talk or sound, and aimless inappropriate background of instrumental music. There is a total denial of choice in this situation to the individual. If the picture on the television screen happens to be of little interest to

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viewer, he has to move away or shut down the 'idiot box' as no other alternative is open to him. The radio is no better in its approach to the individual taste of the listener

When a person uses the book in a library or other collection, he has several choices of books open to him, if one book fails to provide the answer to his enquiry or the information wanted.

Thirdly, the printed book has the great quality of mobility. It can be carried by a person wherever he goes, while the television lacks the same facility as the book.

Fourthly, the cost of a book is not a prohibitive factor in its purchase and maintenance. whereas a television or radio needs an investment, and expenditure on its repairs and replacements of its parts

Fifthly, perhaps more importantly also, recapitulation of the information on the pages of books and reading the text at your will again is not at all possible in television or radio, as it has no time saving device like the index of a book. When human memory fails to recollect a fact or information, a book readily or spontaneously provides it through its index, which no other audio-visual media possesses.

The foregoing observations regarding the printed book and the neo-media are also convincingly emphasised by D. J. Foskett in his 'Pathways of Communication' and by eminent thinkers like Lewis Mumford and others. Social, economic and cultural factors prevailing in India and other

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Asian countries are very much in favour of the continued use of printed books and documents as the primary media of communication. Not in vain, did Johann Gutenberg invent typography, which is bound to flourish, whether television or no television. Celluloid communication media, also called paperless communication is very unlikely to subjugate the hold of the soldiers of lead on the human mind.

Literature

Great literature, immortal classical writings, intellectual legacy and wisdom of our ancestors contained in epics, *Puranas*, *Vedas* and *Upanishads*, and other scriptural books would not have been available to us but for their preservation on the printed pages of books and manuscripts as well. The Greeks, Aryans, and Dravidians, and also the wise Pharaohs of Egypt have left behind masterpieces of literature and other historical documents, which are now converted into printed books, and maps, etc. They are now within the reach of ordinary readers, because they are printed and available everywhere, e.g., Plato, 427-347 B.C. *Republic*, Titus Livius, 59 B.C. to 17 A.D. *Roman History*, Frazer *Golden Bough* (ancient folklore). Aesop, 6th C B.C. *Fables*, Omar Khayyam: *The Rubaiyat*; Lin Yutang: *Wisdom of China and India*, *The Ramayana* of Valmiki.

There are innumerable classics of ancient period of various countries, and they constitute the wisdom of our ancestors. These are classics of perennial interest and are said to be the imperishable wealth of nations and man. Due to their availability in the form of printed books, we can, now, read them, and these will continue to be the nucleus of man's wisdom for eternity.

Culture, Civilization and Life

A simple test of judging whether a nation or country is civilized, culturally developed, and contributes to the goodwill and peace among nations is to assess the quality and quantity of good books and other printed documents held in their libraries and free access provided for their use by the citizens, who have the right to know and use the books by virtue of their being literate to contribute their share in building a civilized community. The U N E S C O in its general conference proclaimed 1972 International Book Year with the theme *Books for All*. The *Charter of the Book* was unanimously adopted by the International Community, consisting of

1. Booksellers' Associations
2. Confederation of Societies of Authors and Composers
3. Federation of Documentation
4. Federation of Library Associations
5. Federation of Translators
6. PEN
7. Publisher's Associations

called upon all concerned to give effect to the principles enunciated

Poverty, prejudice, and denial of equal rights and privileges by men to men occur, when their mental attitude is polluted and their intellectual faculties are weak, corroded, and not disciplined in the right direction. The life of human beings in certain parts of the world experiences this unhappy conditions of living. The only means to get over this undesirable state of life is by means of throwing open access to books, whose contents have the capacity

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to promote a climate of friendship and mutual understanding. They have the capacity to shape the future of the world. Beauty and truth combined are found on the pages of books, and their reading is a joy for ever.

Today, *Books* occupy a significant place in the life and thought of men, as a book is an unfailing companion throughout life. It is with you everywhere, if you so wish and at all times. Being least expensive, owning a book does not pose a problem. Its availability, except for rare and out of print ones, is universal. Before studying a book, if one understands the basic facts about it, it would provide a real insight into it, and a far sighted vision of life. The authors of such books would feel amply rewarded, if more and more people read them, and obtain the true vision of life.

Definition of Books

Eminent Bibliographical authorities-Sir Walter Greg, A W Pollard, and V.W Clapp, and others had tried to define a book in the context of the study and practice of bibliography. A common characteristic found among all those ideas about a book, is that it is a material unit, made of paper, earlier papyrus and vellum, and palm leaves on whose surface is inscribed the intellectual concepts of the author in his language. Before the invention of printing these documents were known as manuscripts. Today the book is taken for granted as a product of the printing press and bindery.

The material structure of a book has a valuable purpose to fulfil. The book is a repository of information, knowledge, and media of communication from mind to mind. Without books, the growth of knowledge and its extension would have been far behind or even stagnant. It is by reading books a fertile mind is stimulated and becomes more fruitful. "A thoughtful mind becomes original in the very act of reading and study" *Gore*.

Today there are hard cover books, paper backs and unbound loose leaves to be bound according to the choice of its owner. If you invite from a cross section of the reading public their idea about a book, you would find astonishingly different views, held by them on a book. One would say that it is a cheap pocket book in paper backs, and being inexpensive could be given away free of

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cost to anyone wanting it. Another would say that books are valuable and expensive ones and could be read or used in libraries only, e.g. Dictionaries, Directories, Yearbooks, Statistical data and other reference material like Formulae, Handbooks, Glossaries, and Indexes. Yet another would say that a book is a light recreative novel, story, or even biography as bed side companion. But these do not provide a comprehensive definition of a book. It is good that each one views it according to his/her interest and defines it as such.

Even though attempts have been made to find out a satisfactory definition of a book, which fully covers all its aspects, it has not been successful. It is, because the book is the product of combined efforts of several persons: the author, who is its origin, the publisher, who converts it into printed copies, the bookseller, who serves as a link between the publisher and the reader, the paper manufacturer, who supplies the paper for printing, the illustrator, the book binder, who stitches the loose printed sections and gives a solid structure, so as to maintain the logical sequence of information in the chapters, and finally the demand created for reading, i.e., the teacher and guide, the home background, and not the least the libraries which maintain them for reading and future use. In short, it may be stated, that the book creates, preserves, and disseminates knowledge, with no limitations, in whatever format it may be available. A community and home with little facilities for reading and knowing the information contained in the books remains ignorant of the art of living and enjoying life. In spite of the best effort of communicating the information without books it has been admitted that even the most sophisticated electronic technology can only transfer the information, but not create or advance

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knowledge The writer and his book will therefore, continue to remain supreme and irreplaceable "Print carries the individuating power of the phonetic alphabet much further than the manuscript culture could ever do Print is the technology of individualism " 1

The purpose for which a book is brought into existence, with its personality as we see it, could be considered a basis for formulating its definition The book is a recorded source of knowledge or information emanating from the intellectual activities of an individual or group of individuals When the writer begins to write and gives a final shape to his thoughts, he has the least conception of what number and variety of uses it will be put to. When the book is available to readers, each one of them tries to elicit the information he needs out of it, and some get it and some others fail to find it The book passes off as a good one by those who get the information, which they want, and feel satisfied with it But for those who do not find the answer to their search, it is a worthless book

Further a bookseller and publisher estimate the value of a book by the sales effected, and the ultimate profit accruing to them.

Librarians assess the quality, quantity, and variety of books on a given topic, in relation to the demand existing for information contained in the books. It does not matter, if the book is expensive, provided it could meet the demand fairly fully. Even though, the librarians adopt

1. Marshall McLuhan *Gutenberg Galaxy the making of typographic Man.* London and Toronto, University of Toronto Press, 1962. p 158

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as their policy in the choice and selection of books 'Maximum use at Minimum cost', on certain special occasions, the quality may very largely outweigh the quantity.

All the above are subjective definitions of books. Most probably, a sustaining and objective definition of a book would be, that it is a recorded source of wisdom and cultural legacy of one generation to another, and also books are a history of the evolution of the growth of knowledge preserved on the printed pages.

*The Book as a Physically Structured Product
with its Integral Parts and their Functions*

The general conception of a modern printed book prevailing among a large number of readers and others concerned with books is that it is made of paper, covering material as boards, cloth, leather, and laminated paper to protect the printed pages of the text and other auxiliary matter. The book is ordinarily given a rectangular shape, thickness, weight, volume, it has a back (spine) and front, and back sides. It is covered with a printed jacket, usually of coloured paper, the matter on the jacket provides essential information about the author, his name and credentials, the title, and the name of the publisher, and the folded front and back blurbs of the jacket indicate briefly the subject matter dealt with and the possible range and level of readers/users for whom it is addressed, and the back side of the jacket contains who would find the book the appropriate reading, the back folded blurb, and the back side of the jacket contain a brief biographical account of the writer and his credentials. The book jacket helps in obtaining essential facts about the book, if he would find it of interest to him. The book jacket also called a dust jacket performs a dual function of protection of the book as well as revealing to the reader what it is about, and whether it is worthwhile for him to read or purchase it. If any blank space is further available on it, the publisher utilises it to bring to the notice of readers other works of the author in brief, and titles of some other books published by him.

The usual way of a large number of readers is to open the book from the page beginning with the text and scan through in a cursory manner subsequent pages. This method of getting to know the book, and expecting to find the relevant information of his interest, is unlikely to yield the precise information. In order to locate the exact information or fact on a page of a chapter by going through line after line is a laborious and time consuming method, and the risk of overlooking the information available on the page may not be ruled out, and the reader rejects the book as of no use to him.

Instead of this method of approaching a book, readers would find it advantageous and profitable, if they could make use of the devices (facilities) and directives for using books in the section or part called the preliminaries. The guidance on these pages is very orderly, from general to specific. Perhaps this simple systematic way has not been adopted by the readers simply due to lack of directions in using the books in a logical manner. It would produce excellent results, if this method forms part of user education of books and libraries. This style of using books should be taught to the school children, in order that they follow it, when grown up, they would prove enlightened users of print and the time saved by avoiding wasteful search could be utilised for reading larger number, of books.

Preliminaries

It means the commencing part of a book. It consists of, in the order, 1. the title page, preceded by the half-title or bastard title, a brief title only with no mention of its writer's name; on its verso a list of other works of the author is given, 2. the title page, also called the main title page contains the title in full including explanatory or

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alternative title also in the centre of the page with full name of the writer/s, who is chiefly responsible for the book's subject, intellectual content, and style, in case the book is a collaboration of joint-authors, editors, translators, their names also are mentioned, in order to indicate the conjoint production, 3 at the bottom of the page the emblem of the publisher, his name, the place of publication are stated. A careful observation of the title page would ordinarily reveal the subject matter, and its aspect dealt with, the author and his credentials, and the publisher, who is responsible for its publication by getting the book printed according to specifications. Professional librarians and book selectors would be able to form an opinion about the value of the book on reading the title page. Well known writers and publishers produce good books whose title pages, by containing the essential details of the book, disclose the quality of the book. That is the general opinion.

Occasionally, books contain an illustration/portrait as frontispiece, facing the title page, in order to further stimulate the interest of the reader. On the verso of the title page, details of the publisher, the place and address, and the first date (year) of publication are given. The copyright mark © followed by the full name of the owner of copyright, and the date of copyright are stated. If it is desired by the author or publisher that written permission is to be obtained for reproducing any matter in other books, it is mentioned. Also the name of the printer, press and address are given. Under the copyright laws of countries and Books Registration Act, it is required that a given number of copies of the book free of cost be deposited in the libraries designated for the purpose. Usually, the National Library of a country is one of them.

Dedication

On the subsequent page (recto) at the centre, the author declares with profound love and respect the dedication of the work to one to whom he owes the encouragement given for the literary undertaking. Though it is of little interest to the reader, yet it reveals the mind of the writer, who feels a peculiar sense of joy and satisfaction, by recording his gratitude.

Foreword

A page or two occupies the foreword, a sort of accreditation of the writer for his literary performance, and its value to the readers and addition to knowledge is written by an authority/expert in the subject. The foreword certainly gives weightage to the book, though, it may not publicise it, as a favourable comment in its review. This normally precedes the table of contents.

Preface

This is a page following the foreword. It is a privilege exercised by the author, who reserves the right to reveal some ideas left out in the text. It, therefore, is written as the last page. Generally, the author briefly outlines the contents, their importance and suitability for the class of readers for whom it is presented. Also acknowledgment is made for the help, citation etc., obtained from persons and institutions in a befitting manner. The author usually ends the preface stating that comments for improving the text and incorporating them in subsequent edition/revision would be gratefully received.

Contents

Immediately after the author's preface, the table of contents follow on the recto of the page. The order for

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the first three items, foreword, preface, and contents is usually adopted and are paged separately, by using roman numbers, while the text is in arabic numbers. Again, the auxiliaries-bibliography for further reading, glossary containing the meaning of the technical terms adopted, and the index to the text, providing ready reference to the page for significant terms of subjects, names of authors, to the readers who want a specific type of information, and to save their time, the exact page numbers are stated against each index entry-are numbered in roman, either in continuation of the previous number or separately. Some books provide directions as to how the index is to be used. If the illustrations, maps, portraits, etc., are in good number, they are listed at the end of the contents, showing the page faced by each illustration.

The main purpose of the contents is to reveal an analysis and sequence of the topics treated in the text as a whole.

The Body of the book

This is the main part of the book, consisting of the text placed between the preliminaries in the beginning and subsidiaries at the end. The text occupies the maximum number of pages. It is divided into chapters, usually covering the whole of the subject matter treated in an evolutionary order.

These chapter headings, called caption titles, are printed at the top margin of the page, facing the running title, which is the main title of the book mentioned on the title page proper, and which is printed on the top margin of the page opposite, i.e., one finds the running title on all the pages of the text, while the caption title varies from

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chapter to chapter. This method of providing titles would enable the readers to know the beginning and end of each chapter

Further at the bottom margin of the page of the text, references to other works cited are given as footnotes in smaller type than one used for the text, in order to clearly distinguish it. The numeral given at the end of each citation is the connecting link to the footnotes, which sometimes is printed at the end of the chapter in one single sequence.

The text being the most important part of the book, all care is taken to avoid misprints, provide all citations within inverted commas and also refer to illustrations, if any, used to elucidate the text.

Sometimes references are made to the matter in the appendices to be found in the subsidiary part, when the author thinks that his idea in the text needs further detailed information. Occasionally, the list of recognized abbreviations adopted in the text is also referred to.

Subsidiaries

This is the third and final part of the book. It contains all auxiliary matter which supplements the text. These are named appendices, glossary, bibliography, index. Each one of them provides additional information not found in the text, while the index, whose terms are alphabetically arranged helps to locate specific information on a given page or paragraph.

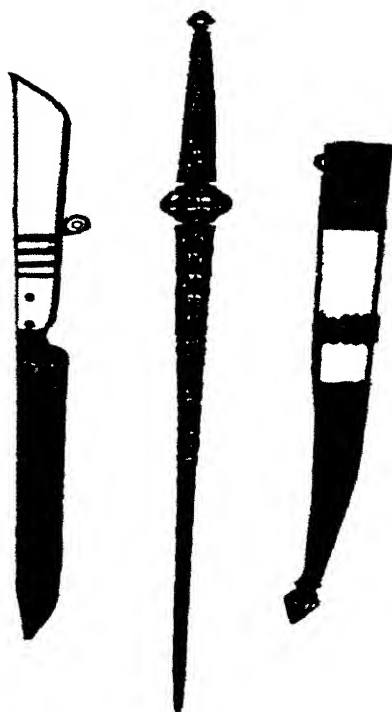
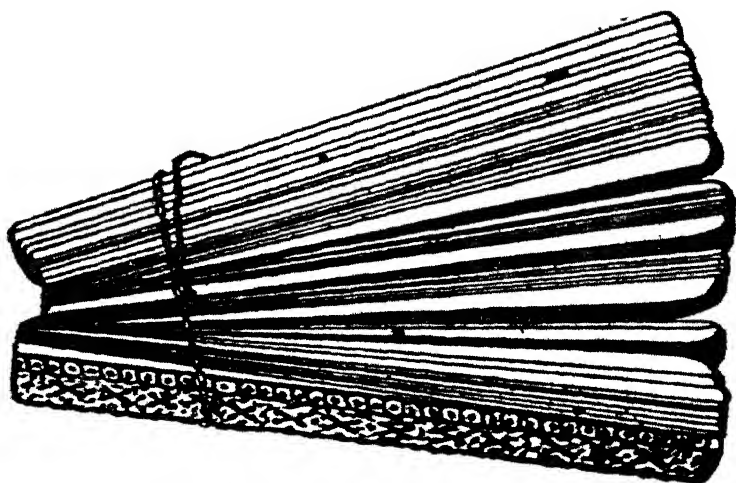
These three parts are arranged in the sequential order of the page numbers, and then bound into a solid book, by

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observing certain standard procedures-gathering of sections, stitching, end paper attaching, and lacing onto the covering boards, and then lettering and jacket covering

The price of a book is determined by the publisher, on the basis of the cost of input material and labour, discount offered to the bookseller, royalty to be paid to the author, his net profit, after deduction of all overhead expenses

The printed book of today is the cheapest and most convenient form of communication from one to others, and from place to place. It is a powerful media for extending knowledge. But for the invention of typography, and its adoption for printing books, we would all have remained barbarians and uncivilized communities. The supremacy of printed books over other forms of mass media made possible by telecommunication technology would not be able to displace it.



Palm leaf (*Tal Patra*) cut to size and used as writing material in India. The scribe incises the letters on the surface with a sharp pointed metal writing pen called (*Ghantam*) provided with a handle made of wood.

The Making of a Printed Book

It will be an exciting story to know how the original manuscript of the author gets transformed into a printed book. Apart from that, in order that readers of books appreciate how composite is a printed book, and that how many skilled craftsmen contribute to its conversion from manuscript into print, and then bound into a handy volume, attractive, available easily, and portable to any place, it is appropriate to outline briefly the essential processes through which a manuscript undergoes to become a printed book.

As already stated, Gutenberg revolutionized printing by his typographic art. Before the invention of printing with movable types, a printed page was the unit, and such books were known as *Block Books*, because the page was made into a single block. As errors in a page could not be corrected by replacing or deleting the type concerned, the whole page had to be replaced. Being a costly process, it was given up soon after types individually could be set right in case of misprints on pages. With Gutenberg's remarkable and incomparable invention of casting individual alphabets and numerals as types, a revolution occurred in the history of printing.

Today, proof sheets-galleys, pages are corrected before final printing of copies without disturbing the rest of the page. With this ease of correcting errors in setting types, (composing), quick printing has been ensured. Consequently, the printing presses revolutionized the

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process of learning and reading by producing any number of copies of a book according to the existing demand

The author's manuscript, handwritten, and sometimes typed is sent to the printing press for producing the number of copies required, adopting the specification for the lay out of the book, and the illustrations, etc. In some cases a printing press does not undertake to bind the printed sheets, and it is for the publisher to decide the form of binding and get the work done at a book binder's shop

In the early stages, there were no composing machines, for setting the matter. It was manual composing, even today a large number of small and medium printing presses, continue composing by hand. It is not as quick as machine composing. The compositor stands before a case, containing assortment of types, at convenient height and angle, and sets the types, word by word, line by line, paragraphs, and pages

The compositor holds the *stick* in his left hand. The stick is a small shallow metal tray with a handle, capable of holding a few lines of type. There is a cross strip with which the length of the line is adjusted. It is screwed to the length of the line specified. Picking the type, by the habit of his hand, the type is set upside down and backwards. After each word a *space* type is inserted. The space type has no face and it is lesser in height than letter types, with the result that it does not touch the printing surface and a blank space is formed. At the end of the line the spaces are graduated, so as, if possible to end the line with the end of the word. This process is called *justification*. In early printed books, the line ends were left out uneven. Ends of paragraphs are filled up by long spaces called *quads*

The first line set and leaded, others are added until the stick is full. Then the compositor lifts them off on to larger tray called *galley*. These are in different sizes, but normally for book work, they contain matter for three octavo pages. When the galley is filled, the *matter* (standing type) is secured by tying with a tough twine on all the four sides. The proof of this matter is then pulled on a hand press. This is called a *galley* or *slip proof*. All corrections are made at this stage, before locking the matter in the *chase*. It is a steel frame in which the type in pages is locked up for placing in the bed of press.

Mechanical composition

Labour of manual composition lead to the invention of composing machines. The two important machines are the *Linotype* and the *Monotype*. The linotype is a single type setting machine with a keyboard resembling that of a typewriter. The operator by striking the letters on the keyboard, brings to position in the line the appropriate *matrices*. When the line is completed, molten type metal is poured over these from a cauldron. The result is a single line cast in solid. Hence it is called the linotype. These slugs are passed into the galley, and proved in the same way as hand set matter. This method of composing is generally used for the printing of newspapers and periodical publications, and extensively for books.

Monotype is a later invention of American origin about 1888, which casts and sets single or loose types. This method is largely used for bookwork. This process involves two different machines. On the first, the operator working with a keyboard perforates a roll of paper. This roll passing through the casting machine directs the casting of the right letters and spacings. As each letter is

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cast separately correction in proof can be made more easily than in linotype.

When the corrections have been carried out on the proof pages, they are arranged on the *imposing table* according to the format decided, folio 4 pages, quarto 8 pages, octavo 16 pages and so on, and care is taken to ensure exact register (Marginal space) and levelling of projections of some types, and then put on to the bed of the press. The roller pre-inked passes over the printing types, and the paper one by one is so adjusted as to come in contact with the matter on the bed of the press, and moving it forward to enable the next sheet to be printed. After the whole matter of the text is printed, the printed formes, arranged in sequence are folded and rearranged in reverse order from the last section first and so on till the first one is on the top. These are checked to avoid lapses, and the binding is done. It may be of paper, cloth, leather according to the specification. After all sections are sewn in flexible way, they are provided end papers, and laced on to the inner side of covering boards, which are covered with the cloth or leather, or paper in case of cheap books. Hard cover bindings last longer than paper covering. The final stage is lettering of the back and front of the bound volumes with the title and author, and publishers emblem. The dust jacket is provided, and the book is ready for use.

The printing industry of Japan by adopting high technology, is at the top of the world. It is reported that today annual shipments of printed books, worth \$ 35 billions are despatched from Japan to the U.S.A. and other countries. The printing industry provides employment to 333,000 employees, in 31 thousand companies engaged in the printing industry. It has reached a point that is said that

air and water cannot be printed on. The art printing in Japan is almost a fine art, and several countries get their art books, and children's books with coloured illustrations printed from Japan. It is also claimed that telecommunication systems are also dependent on the printing industry for the matter to be transmitted. Such is the impact of print on modern civilization.

With very high standard of printing and illustrating found on the printed books, one is attracted to them, even though he may not be very much involved in the subject treated. Even children are found to enjoy the pages of fine printed books with eye-catching illustrations, while they may not comprehend what the picture reflects or represents.

In order to bring to the notice of readers the titles of new books published, the publisher gets the books reviewed in professional periodicals, and announcements are made in all channels, and individuals are also sometimes informed by post. The author, publisher, printer, book binder, book seller, and reviewers all combined perform the exciting task of bringing forth books for the use of readers. Let it not be considered a prosaic work, it is certainly a service to the scholars and a forward step in advancing, and preserving knowledge through them.

Reference books-Dictionaries, Cyclopedias, Directories, Year books, and Cumulative indexes take years to be completed, e.g. The first great Oxford English Dictionary, after a devoted attention by its first editor Sir James Murray during a period of eleven years was completed. If readers of books and other printed documents were to realise and appreciate the meticulous care and order involved in the

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making of books, not only they would respect the books, but give due attention to their use, and preservation for the future, and obtain best rewards by their reading. Also they would give up the peniculous habit of turning pages of books, by wetting their fingers with saliva. This is a foul method, not only spoiling the pages, but spreading infection among readers. This hateful practice should be done away with

Bibliometry versus Choice of Reading Material

A comparatively new term *Bibliometry* has been added to the glossary of books. It means simply measurement of books. But measurement, permitting very wide scope in its connotation, may mean measurement of books by size, weight, width, thickness, volume, or the total number of volumes held in a given collection, or the material value in terms of money spent in their acquisition, or the total length of the book shelves (standard) occupied by the books, or the floor area required by the book shelves, or by the period during which the collection of books has been in existence, and so on.

The most popular manner of measurement adopted by the readers/users of books in a library or collection is how big it is. The answer to the question normally offered is that the collection contains a given number of volumes, e.g., 2,00,000 volumes. Suppose another collection were to possess 5,00,000 volumes, the latter one is taken as the bigger than the former. In this comparison, to determine the large character of the collection, the attribute of number as measuring unit is adopted. Will it provide the slightest indication of how effective is the use and how efficient is the service available from it? It cannot. This important factor is overlooked in the assessment made of a collection on the basis of the strength of the collection, which is purely quantitative. In the ultimate appraisal of a collection of books, the maximum use of the reading material by the users at minimum cost is the determining factor. No one

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would go to a library or a bookshop, which is incapable of meeting his demand, and the service indifferent. So such a quantitative assessment of a collection of books or of a library is value-less in this context. However in planning and provision of the floor area and the needed shelf space, the number of volumes to be acquired or held offers a base. It is not necessarily true that a large collection of books would offer more efficient service than a smaller one. The small library with books and reading material carefully and systematically selected and acquired would provide much better service and satisfaction than one with large number of books, because the selection of books may be unrelated to the existing demand, and level of understanding of the users. So a real reason and justification exists for the choice of books in most of the libraries.

In the case of national libraries of a country and libraries authorised to maintain by virtue of laws governing all the printed books in the country to be deposited free of cost a specified number of copies, have no choice for selection, as they have to accept whatever printed material is delivered by the printing presses of the country. In order to be comprehensive, all publications produced in a country are held, together by acquiring if necessary books published outside the country, which have a bearing on the country and its people as a whole. These books are acquired and maintained with twofold objectives: one to be a source of reference and information for the present and future, and two to assist scholars with the documents and information, if they are unable to get them from their local institutions and other sources. Preservation for the future and development of scholarly pursuits can be considered the main responsibilities of national libraries. The national

Bibliometry VS Choice of Material

libraries of a country are established and maintained to reflect the culture and civilization of a country, in the form of printed books and other recorded documents

The national libraries are also expected to provide leadership to other libraries of the country and also serve as model institutions. Further, they play a prominent role in international library cooperation. Due to these reasons, they confine to reference and information service, if necessary by resorting to reprography.

There are certain barriers in the process of obtaining complete and exhaustive information on a given topic, due to language, distance, and time, and significantly lack of awareness of the availability of the wanted information beyond the one already known to the author.

In order to overcome these impediments, inter-library co-operation, inter-library lending, union catalogues, translation, and reprography services have been developed. Sometimes catalogues of the holdings of big national libraries like the Library of Congress, Washington, the British Library (formerly the British Museum), Bibliotheque Nationale de Paris, offer useful information. With the development and adoption of library technology, computerised catalogues have been pressed into this service.

It seems that quality of reading material exercises a more powerful impact on the efficiency and value of library service than the quantity, even though large number of volumes may contribute towards exhaustiveness.

Now, looking to the issues governing the choice of reading material by individual users of books and libraries,

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one finds that the users need education in the art of choosing the books. It would be more helpful, if the user formulates his enquiry or question precisely and proceeds in a systematic way in securing the information through books and other documents.

As soon as the user has selected the titles of the books which he considers appropriate in yielding additional facts and figures or other related information bearing on the topic of his study, he should follow step by step in locating the books by following the directions given here, which would not only save his time and effort, but also result in the use of more and more books.

Every book contains a title page, contents page, chapter headings, and index of terms, names of authors and some titles of books referred to in the text.

First on looking at the title page, he finds the title proper indicating the subject matter of the book and how it is dealt with, whether in outline or in depth, or for a casual or specific reference, as a dictionary or cyclopedia. The aspect of the subject treated and the level of understanding of the users to whom this work has been prepared would help him, whether he should proceed further or reject it. Secondly, the name of the writer of the work given in the centre of the title page, followed by the credentials reflecting his authority in writing the work would further help a reader, if the author's treatment of the subject would prove appropriate or not. Even a glance at the name of the publisher at the bottom of the title page may indicate, if the book is published by a reputed publisher, who has already published similar titles.

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Subsequently, the user should look into the page of contents to determine the coverage and analysis of the subject and mark the particular chapter or chapters appropriate to his study. If the reader desires to be more specific in the information wanted, he should look into the index of the book under the heading in the alphabetic order in which the terms are arranged.

By adopting these directions, the users would be able to use the books more efficiently and quickly. Therefore, the combined effort of the library management and the intelligent approach of the user in using the reading material would be fully rewarding. It would save the limited funds, by not acquiring books, which do not find readers, but occupy shelf space, and involve maintenance expenses. Every book, were to be used, the library shelves would indicate by the vacant space. Reasonable incentives for readers to suggest the reading material, may help further the effective use of the collection.

THE QUEST FOR INDIA

A History of Discovery and Exploration

from the Expedition to the Land of Punt in 1493 B C

to the Discovery of the Cape of Good Hope in 1488 A D,

in Words and Pictures

by

Björn Landström

DOUBLEDAY

Fig. 1. Title page of a printed book, 1964, giving information to the reader about it, enabling its choice or rejection

Categories of Readers and their Reading Interests

The community of readers and their reading interests and approaches to reading material offers a very interesting field of study. If only one has advance information and awareness of what is required by the unlimited variety of readers, and what kind of books would satisfy them, it will certainly be advantageous for the authors, publishers, and other concerned groups in book trade and industry to adjust the production. Unfortunately, no one has any control over the demands and interests of readers. In the absence of this information prior to writing, the authors conceive of some ideas and theories on the subject of their interest and study and present them in a coherent manner and in the style known to them. At the time of writing, no author ever thinks of the number and variety of would be users of his works, but tries to project his thoughts, and reasons to a limited group of users, like, students, teachers, research workers, and other professional members like lawyers, doctors, accountants, and a host of several others.

For instance the discipline of agriculture, a profession practised by over 75% of the people in India admits of a large number of closely related topics. A close observation of this variety of specific topics under the subject of agriculture reveals the extensiveness and unlimited nature of these specific items, e.g., Horticulture, Floriculture, Irrigation, Crop production, storing, marketing, exporting agricultural produce and so on. On the basis of this

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knowledge, writers of books on agriculture, spread their works over these topics, sometimes singly, at other times together with closely knit topics. Even then, it is found that there are gaps for want of appropriate books. This feature is always present, because new or nascent thought is the chief reason for mutual influence of one branch of knowledge over another.

To begin with, there are very young children, between 3-5 years of age, whose mental development enables them to look at the pictures and appreciate them, need literature specially prepared and published for the rough wear and tear of the books at their hands. A little older children, between 6-10 years of age, who can read simple words and sentences would need books of a slightly higher level, but illustrated ones are better used and delight the children. From the age of 11-15, young readers also called junior readers, who would be in the secondary school would be interested not only in the textbooks, but also other books in the classes, fiction, biography, travels, discoveries and voyages, sports and athletics. At the first year of the college studies, these young scholars find that searching for titles of their interest in big collections is a thrilling, and rewarding experience, because there are several other books, previously not known to them, present on the shelves. A good variety of selected books, dramas, poetry, satire, humour, and classical fiction attract them. When the reading habit from primary to university level is fairly rooted in young men and women, it automatically grows, and by the time they complete their post graduate studies, and take to research work or teaching, they find that it is highly rewarding, as they could exploit the available sources of information by themselves, with little effort. If the libraries to which they are exposed have subject

specialists to counsel the readers, and an efficient library staff to provide competent service, the outcome is excellent

It seems very reasonable to find an answer to the question "Does the reading habit cultivated in the early period continue or given up at the adult age, when persons take to their professions and other life's interests?" Normally a habit formed from the age 3-20 should not come to a sudden end, except in a few extraordinary circumstances, like severe illness, and non-availability of facilities for further reading. Several professions, teaching, research, law, medicine, science and technology make it obligatory that the individual is informed of the current developments in his field of professional activity. Unless he reads the latest literature, including the journals, and other serial publications of professional bodies, he would be unwanted and thrown out. Even in the field of social sciences, history, one finds it essential to keep himself informed about the latest thinking. May be that lack of adequate library service might retard the quality and quantity of reading by a person, but it is highly unlikely that the reading habit ends suddenly. It, therefore, seems right to state that habits die hard, and in case of reading habit, it is no exception.

It has been observed that persons employed in the civil and military services, with the exception of those directly performing research work, do little reading, and their habit of reading almost fades away by the age of sixty. Perhaps their only reading is limited to the daily newspaper and its headlines.

The reading habit in the rural population is non-existent, due to illiteracy. A few neo-literates find no

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chance to keep up their skill of the newly acquired reading habit, due to lack of non-provision of free public library and information services

In all one can state that the reading habit, if pursued for the full span of life, is bound to result in the realisation of life's philosophy, and a better world to live. If the community of men and women are well read, it has a decidedly powerful impact on the calibre of the government, and on those responsible for the good government. It appears true that the government you get is what you deserve.

In general the users of books may be grouped into 1. Casual, 2. Regular, 3. Systematic, 4. Specific and specialised, 5. Students and teachers, and 6. Neo-literates and semi-literates in informal and functional education of adults. In the first group, the user is in search of an address or a formula or a citation, a date and so on. Their needs are easily and nearly fully met by consulting one or two reference books, which contain the information. The second group consists of those engaged in the study of a given topic; e.g., the Constitution of India, with the amendments uptodate, or the New education policy of the government of India. In such cases reference to several books and reports of the government and other bodies connected with the planning of education would be necessary. The users are generally aware of the sources of information but not fully and precisely, and need to be helped by supplementing with all the old and new documents bearing on it. In the third group, the users are well informed and pursue the study of a specific problem by an exhaustive use of all the available documents up to date

according to a system chalked out. If the problem relates to science or technology, the emphasis of use would be on serial publications, and reports and proceedings of research bodies, commercial abstracts and documentation reports. It takes a longer time for the location of these sources of information and special libraries provide assistance to readers of this category.

In the fourth group, the users are highly specialised and almost precise in their approach to the information relating to their thesis and research problems. Special data based information is compiled for these persons. Normally their number is limited, and confined to the fields of science and technology, e.g., measurement of vapour pressures, heat resistant metal crucibles.

The fifth group consists of Students and Teachers, a homogenous class of users pursuing a set curriculum prescribed by the academic institution, to be completed within a fixed number of academic terms or semesters, which are of different duration depending on the course and level of studies. Books are approved both as text books and additional reading and reference under each paper. The average students' range of reading is limited mostly to text books, which are brief but comprehensive by covering the whole subject of study. The text books also recommend further reading of a few titles for acquiring additional information. These additional sources are used by more than average level students. Academic libraries have the responsibility of providing these books. The group of students opting for Humanities (arts) generally devote more attention to further reading, while the students of science and technology limit their reading to text books, but devote more time to the reading of serial publications,

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periodicals on the subject, proceedings and transactions of societies, reports of workshop, etc., as they contain current information earlier than in books

The sixth is yet another category of readers in the field of informal education. These readers are either neo-literates or semi-literates, most of them adults, who need further directions in choosing books, and also assistance in understanding them. Adult education bodies take care of this group of readers. The coverage of subjects and standard of learning may be at a low level, but its importance and value in reducing illiteracy among people is of a high order. A literate, educated, and informed citizen is an asset to democracies, power resting in the hands of a few people. Provision of books for this class of readers is a mandatory responsibility of states (governments). As books to suit this group of readers is inadequate, special steps to increase their production should be taken.

"It is the fashion for those who have any connection with letters to expatiate on the infinite blessings of literature, and the miraculous achievements of the press. to extol, as a gift above price, the taste for study and the love of reading. Far be it from me to gainsay the inestimable value of good books, or to discourage any man from reading the best, but I often think that we forget that other side to this glorious view of literature the misuse of books, the debilitating waste of brain in aimless, promiscuous, vapid reading, or even, it may be, in the poisonous inhalation of mere literary garbage and bad men's worst thoughts.

"For what can a book be more than the man who wrote it? The brightest genius seldom puts the best of his

own soul into his printed page, and some famous men have certainly put the worst of theirs. Yet are all men desirable companions, much less teachers, able to give us advice, even of those who get reputation and command a hearing? To put out of the question that writing which is positively bad, are we not, amidst the publicity of books and of writers, in continual danger of being drawn off by what is stimulating rather than solid, by curiosity after something accidentally notorious, by what has no intelligible thing to recommend it, except that it is new? Now to stuff our minds with what is simply trivial, simply curious, or that which at best has but a low nutritive power, this is to close our minds to what is solid and enlarging, and spiritually sustaining "1

Lastly, mention should be made of a peculiar class of readers, who may be designated as 'readers with no purpose'. They have no particular book or author to choose. Whatever happens to be within their reach, they pick up, and appear to be concentrated over the absorption of the matter on the page, but their minds are set on something else and totally unrelated to the information contained on the printed page before them. The evidence is borne by the frank reply of such readers to a question 'Did you enjoy the reading? or Did you find the information you required in the book read by you?' Most of them admit that they wanted to engage themselves during the time hanging over them, and so they glossed over the pages and pictures, not with a view to learn or satisfy their curiosity. This is called unrequired reading. Cheap paper

1. Frederic Harrison : *The Choice of Books and other literary pieces.* London, Macmillan, 1887. p 1-2

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back fiction is the material largely used by this group of readers, and their pursuit could be termed silly or frivolous and dismissed with no regret

It is possible that the foregoing types of readers do not exhaust the rest of the types. There are mechanical workers, industrial labourers, agricultural workers in fields. These kinds of readers are not interested in any exhaustive information, and a book of practical directions for performing a given job entrusted to them would be adequate. These may be called hand books containing the procedure of practical performance of jobs of a routine nature, and some times they also contain diagrams

Reading with set purpose and appreciating the presentation of the information on the pages is a supreme enjoyment and satisfaction. Academic debates organised in schools and colleges for students with a set topic for debate is a fine example. If the participants had read the information which had brought them success and rewards, they express their gratitude to the library and to the author of the book. It is possible one can live with books as good companions althrough life and derive contentment and happiness.

"It is most right that in the great republic of letters there should be freedom of intercourse and a spirit of equality. Every reader who holds a book in his hand is free of the inmost minds of men past and present; there lives both within and without the pale of their uttered thoughts are unveiled to him; he needs no introduction to the greatest; he stands on no ceremony with them, he

may, if he be so minded, scribbled "doggered" on his Shelley or he may kick Lord Byron, if he please, into a corner " 1.

"Books are not wiser than men, the true books are not easier to find than the true men, the bad books or the vulgar books are not less obtrusive and not less ubiquitous than the bad or vulgar men are everywhere, the art of right reading is as long and difficult to learn as the art of right living Those who are on good terms with the first author they met, run as much risk as men who surrender their time to the first passer in the street, for to be open to every book is for the most part to gain as little as possible from any A man aimlessly wandering about in a crowded city is of all men the most lonely, so he who takes up only the books that he 'comes across' is pretty certain to meet but few that are worth knowing " 2

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1. 2. Frederic Harrison, *The Choice of Books and other literary pieces*. London, Macmillan and Company, 1987.
p. 7-8,

*The Art of Using Books and Libraries
Its Importance and Necessity in Obtaining the
desired Book or Information*

As early as 1936 Sir Cyril Norwood in his address to the ASLIB, at Oxford emphasized the value and importance of the art of using books and libraries "It is better proof of education to know how to use a library than to possess a university degree" Even now it is of significant importance to those engaged in using books and libraries It requires all the effort on the part of a reader to acquire knowledge in using a collection of books in a library and even of a single book. A personal and independent search to discover the facts and information that one needs is a test of his capabilities for independence of thought and judgement

The art of using a library is the capacity to consult authorities, compare results, and collate the investigations carried out by a scientist in the laboratory. The reader should have the ability in selecting the right source of information, before it is used It is extremely complex in a library consisting of millions of volumes in an endless array of shelves In the course of search for the desired material, the reader becomes aware of several books, which he might not have known before, and perhaps more appropriate for his study The scientific method of finding out the releveant content is the skill to be acquired, understood, and practised by the user of books and libraries The library

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catalogues, the reference books, the bibliographies, and the indices are labour-saving devices in the library with which a large number of readers remain ignorant or unfamiliar

Besides the general observations made above, there are still certain hurdles faced by the readers in getting the wanted book or information. Even though there are many people with keen interest to read books as a life long pursuit, they are unable to proceed further than the period of formal education. They do not precisely know the names of authors of books, or their titles, the dimensions and aspect of subject of their interest are not clear in their minds. This vague approach to further use of books is discouraging. It can reasonably be suggested to them that 1. they go to the public library nearest to them and seek assistance from the bibliographic information clearance service department and 2. to look into the detailed schedules of book classification adopted by the library for classification and arrangement of books on the shelves under the major or broad subject, and also into the index of the schedules of classification under the specific topic or subject entered. Perhaps these two procedures would help them to know the exact name of the subject which one has in his mind. The next step for him is to proceed to the library catalogue and in the alphabetical arrangement of the subject headings he should look in. If the material is available in the collection of the library, the information below the line of subject heading would disclose the name of the author and the title of the book. Its place on the shelf is indicated by the call number given on the left top corner of the entry or card in the catalogue. If more than one book

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is there then they would be found arranged in the alphabetical order of the names of authors, each one with its specific call number. If no material on the subject is held in the library collection, there would be no mention of the subject heading. With this the user of books could proceed to the bookshelves and pick up the books, in case they are absent on the shelves, because of their use elsewhere, he should ask for its reservation or location from the assisting staff of the library. There is yet another way open to the user of books. He might go to a well organised book shop and ask for the title, and in case it is there, the book shop assistant would place it before the person. Sometimes, the local library is also prepared to purchase such wanted books by the readers and inform them of the books acquired.

Entry of the name of authors in library catalogues follows a system on the basis of the catalogue code adopted by the library. Generally, names are entered according to the internationally accepted forms of entry under surnames of persons in case of Western, with a few exceptions. The surname of a person is usually the last part of the name, the other parts of the name follow subsequently in the same order as found on the title pages of the books, e.g. Milton, John; Shaw, George Bernard, but works issued by the corporate bodies are entered under the official names of these bodies, and not under the name of the person who prepared the work.

The names of Oriental writers, with rare exceptions, are normally entered under the personal name of the writer, which is the first part of the name. Here also some variation is found, as the father's name also

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is adopted as the first part followed by the personal name, the rules regarding the entry of Indic writers in the catalogue as author headings may be found in standard works on cataloguing. For instance, well known writers like Ravindranatha Thakura, Radhakrishnan, Mulk Raj Anand, are entered as such with no variation from the general rule. If the particular title happens to be one of several works of the same writer, then the title of each work determines its place among other titles.

If a given work is not available in any library of the country, a request for obtaining the same under the international lending system may be made to the national library of the country.

The National Library of India, Calcutta, the British Library, and similar ones of other countries comply with such requests. On several occasions search in these libraries is found rewarding.

From Conrad Gesner to Bestermann bibliography has postulated the question of universal coverage of books on subjects. This ideal has remained only an ideal. For to present a bibliography, both universal and up-to-date, is inherently unobtainable due to unceasing production of books and non-availability of information of a given title for inclusion at the appropriate time. Further, no reader needs such bibliographies, as his approach is normally selective and precise.

With a view to indicate to the users of books and libraries quick and dependable information regarding

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the existence of a bibliography or a work on a given subject, excellent annual publications like the Cumulative Book Index (H W Wilson), the British Books, Books in Print offer valuable service

Classes of Books and their Contents

A commonly agreed view is that books are records of knowledge, and also a media of communication and transfer of information from one to another, or from one place to another in a convenient and cheap manner. Knowledge is indivisible, as one part or branch of it is in some way or other associated with the other parts, and mutually get influenced with the result further aspects or phases of knowledge are brought into existence. For example, biology, the science of life, is now influenced by high sophisticated technology, and is called bio-technology, biological engineering. So also books of other subjects. But for the sake of practical convenience, books are grouped into different main classes. They may be any number depending on the depth of division, and specificity required.

For example, there is a book classification scheme known as the *Decimal Classification* brought out by Melvil Dewey, and an amplified one called *Universal Decimal Classification (U.D.C.)* produced by the British Standards Institution. These are of international use. In the Decimal Classification Scheme there are ten main classes, numbered 0-9. Looking at a much later system of classification brought out by S.R. Ranganathan known as the *Colon Classification* scheme has 26 main classes. The more the basic main classes, the specificity of subjects is more and the notation of books is lesser in length, while the basic classes are limited to ten only as in the D.C. specificity is

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possible to be obtained, but the notation of books is lengthy

Also books can be classified in a general way. The form class and the non form class, i.e., subjects. Poetry, drama, essay, fiction, satire, oratory are read for the enjoyment of the form and very little of the subject. In the non-form class it is the subject matter that is more important than the form, i.e., Philosophy, Religion, Sociology, History, Science, Technology.

As far as possible, associated or related classes are to be located in close sequence, in order the books on the shelves arranged according to the classification scheme may be side by side and helpful to the users.

For example, in the Decimal Classification Scheme, the main class 400 Philology (Languages) and 810 Literature are not in immediate sequence, due to Dewey's theory of evolution applied for the division of knowledge and locating them, so also 300 Sociology and 900 History, and 500 Sciences and 600 Technology (Applied Sciences). If the users, convenience demands that the related main classes precede and follow one another, librarians would do well to place the shelves on these subjects in close proximity without disturbing the notation. This is called a broken order of arrangement of the book shelves.

Books on the shelves are arranged on the basis of class notation, also called as call number assigned to each volume, and the order of arrangement is usually from the general to the specific treatment of the subjects.

When users of libraries are provided instructions in using a library a brief outline on the system of classification followed in grouping the books, and to the specific extent possible, is also included, in order the users become familiar with the order of arrangement of the books on the shelves by subjects, and in course of time walk direct to the shelves containing the books of their interest.

Besides classifying each book as specifically as possible, one comes across books which deal with more than one subject may be the whole field of knowledge, and it is not possible to find a specific place for such books among the other books. So the Decimal Classification, and other schemes which appeared subsequently have provided a class called Generalia 000, in which books are too general in coverage, dealing with several subjects, and types of books known as general reference material are placed in this class. This is a significant example of practical convenience of use. For instance, a general encyclopedia, Britannica, Americana, in several volumes, directories, yearbooks, statistics, and collections are grouped under this class 000. This section is known as general reference, and books in this section are not meant for reading like textbooks or novels, but referred to for specific or casual information quickly. Usually books in this class are costly, and are very rarely taken out for lending purposes. At the most, such books are allowed to be taken out over night only.

There are also reference books limited to a single subject, as Dictionary of Physics, Handbook of Agriculture,

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Encyclopedia of Religions; Bookman's Glossary and Handbook of English Literature Such reference material dealing with a single specific subject may be grouped along with other books of the subject under the class, usually in the beginning and marked Reference (R) or they may be grouped with general reference material in the order of the classification numbers assigned to each one of them This will be a library by itself with 000 to 900 books maintained for the purpose of consultation and use within the library Each one of these methods has an advantage, one finds the reference material along with other reference material or reference material of a specific subject along with other books of the subject

Literature is a very popular branch of knowledge among readers of books and users of libraries. The section of fiction, novels, stories, fables are specially attractive to several who seek recreation, leisurely bed side reading and also to spend the time having nothing else to do In this section, the books are arranged by the order of the surnames of authors, in chronological sequence or sometimes by the title alphabetical order

The class literature in the Decimal Classification scheme is 800 and is subdivided by the forms 1 Poetry, 2 Drama, 3 Fiction, 4 Essays, Prose, 5 Speeches 6 Letters, 7. Satire, Humour, 8 Miscellaneous Collections, 9 Old English—Anglo-Saxon If these divisions are carefully noted by the users of libraries they would help themselves directly and quickly

Besides these literary form divisions, there are also other common form divisions which can be applied or used with any subject notation to indicate, whether the book is

the philosophy, outline, dictionary, essays, periodicals, societies, study and teaching, collections, history, biography of the concerned subject For example, 500 science, 501 philosophy or theory of science, 503 dictionary of science, 509 history of science These facilities are provided in all good schemes of classification The approach to fiction is by the title and author, as no subject matter is involved Some libraries do provide call numbers to books of fiction, but arrange the books in alphabetical sequence of the author's names, and mark the book " F "

There are still some other interesting classes of books oversized ones, maps, and folded illustrations, atlases, painting reproductions, portraits, photographs, chiefly of illustrations with a line or two of text at the bottom of the page, braille books for the blind, and children's books. Occasionally, one comes across miniature books of the size of the palm, which may be shelved away from others, pocket books, paper backs, and loose leaf books

Music is a special branch of knowledge It is a performing, as well as a composing art. There is vocal and instrumental music, containing symbolic representation of the high and low, long and short pitches There is music performed by a single person or several Music script has to be set in a form so as to be sung. It is not necessarily sung by the composer or metricologist Besides, there are accompanists There is chorus music, dance music, operas, and orchestras The grouping of books in this class needs a clear understanding of the characteristics of the division

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There is occidental and oriental music, and classical, light, folk songs etc. Due to these special qualities of music, acquisition and organization of reading material in this class needs special training for the persons in charge of this work. Libraries provide specially equipped rooms with accoustical fittings and thoroughly insulated for the borrowers to listen and choose the records or tapes before they are borrowed with the texts. The users in this particular area are comparatively limited. Ordinarily no distinction is made between these music material and the ordinary printed books, except that they are kept separately.

Besides music, *Fine Arts* (700) include painting, sculpture, drawing, architecture, and amusements. A main feature of these books is that they contain a good number of photographic illustrations, enabling the readers to appreciate the design and architecture, as well as the aesthetic perfection achieved by the sculptors, architects, and painters of the time, e.g., the Konark Temple of Sun God, the Monolithic Nandi Bull in the Brahadeswara Swamy temple at Tanjavur, and the Nandi, at Nandi Hills, Mysore, and the main *Gopurams* of the Hindu temples of Chola, and Hoysala periods of Indian history.

There are books containing exquisite illustrations of idols, chiefly in Hindu temples of South India. The art is known as iconography, the making of idols, the Dancing Siva in six different poses, Lord Vishnu measuring the entire universe by his two footsteps, and wanted from Bali Cakravarty space for his third foot step. The emperor bowed and prayed that the Lord may place his foot on his head.

All these details are visually brought out in the idol at Kanchipuram, Ulagalanda Perumal Temple. The appreciation of such illustrated books needs concentration in the use of such reading material and a sense of beauty.

Books on games, sports, athletics find a place in 700 of D C under the sub-class amusements. Many may not concur with this association, as the art is of physical excellence, and very little of aesthetics is called for.

It is logical to enable readers on the contents of books, their order, and functions, although in an earlier chapter (3) Physical structure of the book, some idea mainly on the physical aspect of those items was provided. The intellectual functions associated with them are necessary to be explained, in order that the readers; approach to books conforms to a system.

The first glance on books produced in accordance with standards laid down by B S I. and I S. I by reputed publishers and written by credit worthy authors, placed on shelves falls on the spine (backs of books). Books of good workmanship are usually covered with jackets made of thick coloured paper on which significant information on the book as a whole is printed. 1. What the book is about, and the class of readers for whom it is written, and the speciality of treatment of the subject, as distinguished from other books available on the subject. This information is printed on the front folded blurb. 2. The writer's credibility and expertise, in a brief biographical sketch is printed on the back folded blurb. Soon after the main title and explanatory titles are read, it is advantageous to look into these places to decide if it is worthwhile to pursue further inspection of the book.

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On opening the book, the half title, the main title page, the preface, the table of contents, and illustrations, list of abbreviations, for whom the book is chiefly produced, and the name of the writer in full, and his competence to write, the name of the publisher, price and date of publication are given, if the work is a translation, commentary, abridgement, selection, these are also mentioned. A reader, who carefully goes through these details could easily obtain an insight into the text, which is certainly a decided advantage in understanding the subject and in its effective use.

When chapters are read, the reader should observe the caption and the running title on the top margin of pages. At the bottom margin references to other works are given as footnotes in smaller type, from which citations are made in the text. Sometimes if these references are many they are given at end of chapters, in the numerical order. These books and periodicals, together with the bibliography for further reading enlarges the scope of the subject, and creates an interest for further reading.

Following the text, the section known as subsidiaries commences. The items in this part of the book are not uniform to all books. Most of the books contain an alphabetical index of authors, titles and subjects, chosen on the basis of their importance. The index terms are quite specific, and the corresponding page number, chapter heading given at the end of the term helps quick location of the information on the pages specified.

Besides the index, books contain glossaries of technical terms selected, list of books for further study, drawings, and biographies of writers in brief.

The back of the jacket displays other works of the author published, and also expected to be released shortly. In short the reader's approach to the book is not only systematic, but also more satisfying, if proper use is made of the parts of the book as directed.

Though early printed books did not provide these items, all modern books follow the practice. In good libraries users are given instruction, as to how best to use the books, and also how not to misuse or abuse them. Thus the education of the users of books has become a necessity, and the habit should be inculcated quite early from the stage of school library use. Further, the curriculum of the schools of library and information science would do well to include the subject '*User Education*' as a compulsory one for all students from the undergraduate level onwards.

Bibliography and its Functions

Passing reference has been made to the term bibliography in earlier chapters in different contexts. Here it is proposed to restrict its connotation to yield information on books published on a given subject, author, during a period in a single language. This is known as *Subject Bibliography*. The related books are enumerated according to a set order of grouping, usually the order being the related subjects coming together as closely as possible in evolutionary order, general to specific, or sometimes in reverse order, considered more beneficial to science and technology, and adopting a standard form and style of description of each title, and arranged in logical order, with a view to help the user obtain a comprehensive idea of the reading material in print, from which he could select the items of his interest which would be pertinent to his purpose. This form is also known as *Enumerative and Systematic* bibliography.

Is it necessary and possible to compile a bibliography, which is universally comprehensive by including all the books so far published through out the world? Conrad Gesner, called the Father of Bibliography aimed at universality some five hundred years before, but had to admit failure. Although it is ideal to aim at completeness it is neither possible nor essential to do so, for the simple reason, that no one wants to refer to all the items or use them because of the language barrier and irrelevant

nature of the books in relation to his purpose. Selective bibliography, is therefore, a practically feasible approach and very reasonable.

Further the currency of bibliography is another point which needs attention. The unceasing, continuous publication and production of books would render a bibliography out of date. It has to be supplemented by other documents like serial publications, specially in the field of science and technology. Eminent bibliographers tell us the value of retrospective bibliographies, because they only could reveal if there is or not a work or works on a given subject previously published, and so could avoid repetetive work. The material, being essentially one of reference value, is held in big reference collections of libraries. Besides these sources, there is yet another fruitful reference material, the printed catalogues of national libraries, which are available in microfilmed form also, and which could serve the purpose of a subject or author bibliography, but within limits, as the catalogues are limited to the collection in the libraries.

The order of arrangement in subject bibliographies of the entries is classified, and provided with an alphabetical index of authors, subjects, and titles for direct and quick location, when a systematic approach is not made. The classified arrangement is also rationalised, and does not necessarily follow the identical order of division of suborinate subjects, and the internal arrangement, when some other suitable grouping is considered more effective for the purpose, it is adopted. For instance, a student of Indian Political History wanting to know the

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titles of books dealing with the political parties or even of one political party, like the Indian National Congress would have access to the relevant books, if he were to, with the help of the alphabetical index, locate the pages or items, in the body of the book. As the description of the book is fairly full, it provides an indirect outline of the book, and enables the reader to decide, if he should get the book for inspection or leave it.

In case another reader who knows the name of the author who has written several books on a given subject, and the reader is not aware of the specific subject that could be found in one or more of his works, his primary approach is by referring to the surname of the author and the pages on which his works are entered and described. Then he could select the particular title, which he considers suitable, e.g. Harold Laski. *The Grammar of Political Science, Dangers of Obedience, Political Science, a short introduction.* Some bibliographies also provide the information about the books held in important collections by a symbol or abbreviation.

For advanced detailed study of a subject, bibliographies offer guidance. In some books, besides books referred to in the course of the text, a select list of books is given at the end for further study.

Sometimes, doubts arise, if at all there is a subject bibliography on a given subject. In such cases also there is a monumental reference work 'Bibliography of Bibliographies' compiled by Theodore Bestermann 4 v. A look into this source book would offer the help as a first step in revealing the particulars of subject bibliographies already

Bibliography and its Functions

published Well known examples of general bibliographies which provide information on subject bibliographies also are — Sonnenschein Best Books 4 v , Cumulative Book Index, by H W. Wilson , Winchell . Guide to Reference Books

There is a supreme function of bibliography, apart from enabling the individual approaches to be supplied for further information Being an essence of the cultural heritage of a period of a nation, it is considered the richest legacy for future generations to understand the thinking of the past When individual works of writers in private and public collections are lost or destroyed by accidents, the bibliography is the only source of knowledge about the culture and civilised or other way of life and thought of the earlier societies It abolishes distance and time It breaks the frontiers of knowledge and establishes the truth that knowledge knows no bounds and no barriers

Research and further additions or extensions to existing state of knowledge on a given subject depends on this basic tool, Retrospective Bibliography, which the scholar consults to get an idea of what has been accomplished, and what is left out as gaps, on which new knowledge has to be obtained, results in avoiding repetition of effort on the same subject All that can be stated is that a bibliogarchy is a catalogue of no library or collection, but of the state of existing knowledge in the form of books and other records

Besides a person or persons directly and fully responsible as the writer of a literary or scientific work, there are other persons, who collaborate in the production

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of the work. They are the editors, compilers, commentators, translators, revisers, illustrators, whose function is to supplement the text and render it attractive and easily understood. A full standard description of a book in a bibliography includes about these persons in the entry, in order to provide a full idea about the book's special features. If a work is a translation or abridgement or a compilation or a concordance, it is also stated.

The Power and Impact of Printed Books on the Human Mind

An eminent English man of letters of the nineteenth century Thomas Carlyle observed "All that mankind has done thought, gained, or been, it is lying as in magic preservation in the pages of books" Again Benjamin Franklin a great American thinker of the nineteenth century stated "Being ignorant is not so much a shame, as being unwilling to learn." The Oriental, specially the Indian, view of life, everything good, true and beautiful is to be found in the pages of books written by wise men The *Vedas*, epics, and other classical works are eternal, imperishable wealth of India. How paramount and permanent, and powerful is their impact on human mind, is summarised in the words of Ananda K. Coomaraswamy, an authority on Indian culture "The true life, the ideal of Indian culture is itself a unity and an art, because of its inspiration of one ruling passion, the desire to realise a spiritual inheritance When I survey the life of India, during the last 3,000 years, and bear in mind her literature, traditions and ideals, the teaching of her philosophy, and the works of her artists, the music of her sons and daughters, and the nobility of religion they have evolved, and from these elements form a picture of an ideal India, an ideal earthly life, I confess, that it is difficult for me to imagine a more powerful source of inspiration, a deeper well of truth to draw upon"

Every rational and receptive individual has admitted the deep impact of books on readers, because there

are books which offer guidance, solace, inspiration, and examples for men at all moments of life to refer to them and derive profit. One can laugh, be angry, weep, be patient, earn his livelihood, and promulgate a philosophy of life. For instance, the following titles of perennial interest selected at random would fall into one or other of these categories Charles Dickens · Pickwick Papers, Moliere · Dramas, Sheridan · Rivals; School for Scandal, The Holy Bible, the Quran, The Bhagavad Gita, the Handbooks for engineers, Doctors, Barristers, Bernard Shaw Plays Pleasant and Unpleasant, Shakespeare · Tragedies and Comedies; Edwin Arnold : the Light of Asia, Cousins · The Jataka Tales; Tolstoy · War and Peace, M. K Gandhi Experiments in Truth, Jawaharlal Nehru the Discovery of India, devotional, and musical compositions of Thyagaraja, Muthuswamy Dikshitar, and Subbaraya Sastri. Such works could be multiplied and prove of interest to man for ever.

There are very attractive and popular works like Robert B. Downs : Books that changed the World. (From ancient times to the twentieth century a brilliant examination of the great works that revolutionised our ideas about the universe and ourselves. Mentor) Some experts think the two books given here, one by an English novelist and the other by a Russian revolutionary and writer laid the foundations of the oncoming revolution in both the countries: Dickens : David Copperfield and Maxim Gorky Mother.

John Ruskin divided all books into two classes : "one, books for the hour, and two, books for all time. Yet it is not merely the bad book that does not last, and the good one that does. There are good books for the hour, and books for all times; bad books for the hour and bad ones for all time."

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All educational activity, whether in formal or informal education has to depend on the printed books, selected according to the purpose and talent of the learners. Right from the primary level to the higher education, both students and teachers choose, and read the books. Even research work cannot completely be independent of books; e.g. subject dictionaries, encyclopedias and books dealing with theoretical and fundamental base of a subject; e.g., books treating the subject in depth, Laws of motion, Gravitation, Conduction of heat, etc.

Informal and fundamental education also needs books of practical application and performance; e.g. spoken and conversational English or other languages, handling and repairing airconditioning plant.

Sports and recreation are no exception. In the field of indoor and outdoor games, there exist specifications and rules for adoption and enforcement by the umpires. Books dealing with these subjects are always used as authority in deciding issues, victory and defeat.

It is the experience of a large number of readers that a bedside book offers supreme happiness to a reader. It may be a novel, biography, collection of poems or short stories, and even pictures. A good and handy printed book possesses a variety of attractions and it is not surprising that it influences all classes of people irrespective of social, political, economic differences.

The main intellectual disciplines of knowledge are philosophy, religion, social sciences, history, biography,

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language, literature, arts, including fine arts, pure and fundamental sciences, applied sciences and technology. It may be appropriate to examine by illustrating a few outstanding works in some of these divisions of knowledge to find out how effective they are in their impact on people who have read them

Philosophy is an intellectual discipline of abstract ideas, reason, methodology, inference, and conclusions. Comparatively a select number of people are found interested in this field of knowledge, as it requires a pretty high level of thinking, belief in certain established principles, and an inquiring mind. These attributes are not very commonly present in all individuals. The outstanding quality required of a philosopher is the capacity to investigate the known, explore the unknown, and infer the unknowable, and express them in precise language. They also have to design systems, methods and procedures in arriving at conclusions of their theme or philosophy. The current thinking of philosophers centres round an activity and less on wisdom. Among various groups of philosophers—moral, linguistic, existentialistic, and logisticians—the moral philosophy based on conviction, truth and virtue has remained most popular from the Socratic school down today. The principle “the unexamined life is not worth living” has been the strong foundation of moral philosophy, and it easily attracted the imagination of people. The Job of the Old Testament held the view that the function of philosophy is to inquire into the nature and limits of knowledge; while the Greek concept, as expressed by the mythological character Prometheus, is that philosophy indicates the possibilities of experience. These two views contribute towards permanent human happiness. Perhaps the Sage of Arunachala

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Ramana Maharshi-in the pursuit of self realisation revealed the possibilities of experience His thinking has had considerable impact on men of whom Paul Brunton is one

In general, people interested in philosophical studies and pursuits derive satisfaction, and are also inspired by reading the well known Six systems of Indian philosophy, and of other countries Sacred books and scriptural texts with translation and commentaries by authoritative scholars and specialists are of everlasting value e g , Sacred Books of the East, ed by Max Mueller, and works of Bertrand Russell, Immanuel Kant, Radhakrishnan, Spinoza, and William James, A few other works of modern writers like C K Ogden (1889-1957) and I A. Richards (1893-1979), The Meaning of Meaning 1938 are typical examples. A well known study of the Influence of language upon thought, and of the science of symbolism, Samuel E B. Stumpf (1918-) Socrates to Satre, 1966 and 1982 A simple and clear presentation of the issues of thought. Mc Graw Hill.

Religion has the distinction, among all other classes of knowledge of creating a compulsive interest in every human being to enquire of the origins and meaning of life. Most of us would have the experience of observing children, as soon as they begin to speak and converse, asking exacting questions like 'who created God' and so on It is almost impossible to satisfy the children with our answer for their enquiries So, conceding that every one is religious, except a few atheists, they also do not deny the existence of God, but they only do not believe in Him. e.g , George Bernard Shaw observed 'I am an atheist, but I thank God for it.' In a different context, Albert Einstein,

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who is said to be also an atheist, stated 'Religion without science is blind, but Science without Religion is lame.' It, therefore, is not surprising that religion as a subject, perhaps, has the earliest recorded knowledge in the form of printed books, which have continued to be popular even today. At some period of life, a man displays his interest in reading books on religion, to find a way of life, also solace and mental peace, when facing issues which create worry, anxiety, fear, and depression. The books of true religion have laid much emphasis on human conduct and his relationship with society. Being of unusual interest and scope, every nation has at least a few such books of perennial demand, which stimulate the thinking of men and their course of action in achieving the targets. e.g., The Bhagavad Gita, Upanishads, and Dharma Sastra, Puranas, Maha Bhagavata, and all Hindu scriptures, while other religions also have works of such great powerful quality in moulding the conduct of life of men, George W. B. Farell (1919) Christian Social Teachings, 1971. Augsburg : A reader in Christian social ethics from the Bible to the present; Thomas J Hopking, (1930) Hindu Religious Tradition 1971.

Social Sciences

A very interesting and useful area of knowledge covers the organized human behaviour. The creation of social institutions-political, economic, legal, administrative, educational-and the relationship of these bodies to individuals is a major field of study. The activities of all these institutions influence human behaviour. Social sciences have a very wide connotation, and appropriately a very large number of books, including several of the valuable classical titles are in use even today, and play an effective

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part in influencing the outlook and thinking of the society as a whole, and also of individuals, e.g., Seligman, ed. *Encyclopedia of Social Sciences* 17 v and supplement 1968-1979

H.J. Laski *The Grammar of Politics*

Syama Sastri, ed. *Artha Sasthra of Kautilya. Chanakya : Raja Neeti*

Plato : *Republic*.

Walter L. Wallace : *Sociological theory ; an introduction (a splendid overview of contemporary sociological theory)* Aldine, 1969.

History

Experts like Sir Charles Firth find it difficult to precisely and fully define history. It is a valuable record of the life of societies of men, of their changes undergone, and the material conditions that prevailed during those times. Every man is inevitably concerned with the history of the past, from which all of us could draw and profit.

History has been a fascinating story of the past civilization, culture, life and thought of the people of those times, and realised as an interesting study by every man. There are authoritative books on ancient, medieval, and modern periods of history. e.g., *The three Cambridge Histories* Jawaharlal Nehru : *Glimpses of World History* Homer *Iliad and Odyssey*.

Edward Gibbon : *Decline and Fall of the Roman Empire*. (A monumental master work of great analytical power that has become a classic of history 1776-1778)

William L. Langer, ed. *An Encyclopedia of World History*, 5th ed. , 1972.

Winston Churchill (1874-1965) *A History of the English Speaking Peoples* 4v Dodd, 1956-1958

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Arnold J Toynbee A Study of History (a masterly analysis of the causes of the rise and decline of civilizations) 12 v Oxford Univ Pr. 1934-1961.

Biography

Is a personal narrative of the man or woman, whose life's history is the subject of the work. When the person himself writes it, then it is called the autobiography. There are more biographical accounts of great personalities of the past, and some of them have remained as classics for all time, e.g., Boswell's Life of Dr. Samuel Johnson, and Plutarch's Lives of Roman's and Greeks. The aim of a biographer is to present a true account of a person's life, clearing away all sorts of doubts expressed. The biographer depends more on the diaries, memoirs, and letters of the subject of his work, in order the most reliable account is presented. The purpose of biography is to introduce a sense of continuity into human affairs, as well as to excite our wonder and satisfy our doubts by making life a function of truth. e.g. Isaiah Berlin, (1909). Karl Marx, 4th ed. Oxford Univ Pr 1978. (The life of a man who shook the world and established radical theory of wealth or property by a talented English scholar.)

Joseph Leo Blotner, (1923) Faulkner. A detailed life of the Nobel Prize novelist, whose vision of Southern anguish since the civil war has enriched world literature

Curie, Eve (1904) : Madam Curie. A daughter's portrayal of mother who was a genius and great scientist. 1937.

De Quincey, Thomas (1785-1859) Confessions of an English Opium Eater (an account of drug addiction brilliantly expressed by the addict himself) Penguin, 1822

Philipp Frank 1884-1966. Einstein (a very authoritative presentation of the gifted scientist by another working in close association at Princeton University.

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Ernest Jones, 1879-1958 · The Life and work of Sigmund Freud (a classic biography of the man, who reshaped the consciousness of the modern world) 3 v Harcourt, 1953-1957.

Justin Kaplan, (1925) : Mr. Clemens and Mark Twain (the man, the writer, and the performer acutely studied, his cosmic genius perceptively analyzed) Harcourt, 1966.

Helen Keller, (1880-1968) The story of my Life. (a document of first importance of about the miraculous achievements of human being who in early childhood had lost the power to hear and see) Doubleday, 1903,

Andre Maurois, (1885-1967) . Promethius the life of Balzac (a very authentic biography of the titan of the novel, rated by French critics as Maurois' masterpiece) Carroll and Graf 1966

Schweitzer, Albert (1875-1965) · Out of My Life and Thought (the story of an amazing man-teacher, theologian, musician, humanitarian, doctor, and missionary), 1933

William Butler Yeats, (1865-1939) Autobiography. (the beautifully composed memoirs of the celebrated poet, Nobel Prize winner, founder of the Abbey Theatre and Irish patriot). Macmillan, 1936. There are also short sketches of eminent men and women of distinction in general Who's Who in special subjects also. Further societies like the Royal Society issues the Obituary Notices of its members at the time of his death, which apart from its traditional features is also a summary of the achievements of the scientist and throws a vivid picture of the man.

The impact of this aspect of knowledge is so endearing that more books are published as biographies in contemporary publishing This indicates the demand and inquisitiveness to understand the life and events of others, with a view to profit by their experience in overcoming the life's issues.

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Justin Kaplan, (1925) . Mr. Clemens and Mark Twain (the man, the writer, and the performer acutely studied, his cosmic genius perceptively analyzed) Harcourt, 1966.

Helen Keller, (1880-1968) . The story of my Life (a document of first importance of about the miraculous achievements of human being who in early childhood had lost the power to hear and see) Doubleday, 1903,

Andre Maurois, (1885-1967) . Promethius the life of Balzac (a very authentic biography of the titan of the novel, rated by French critics as Maurois' masterpiece) Carroll and Graf 1966

Schweitzer, Albert (1875-1965): Out of My Life and Thought (the story of an amazing man-teacher, theologian, musician, humanitarian, doctor, and missionary), 1933

William Butler Yeats, (1865-1939) Autobiography. (the beautifully composed memoirs of the celebrated poet, Nobel Prize winner, founder of the Abbey Theatre and Irish patriot) Macmillan, 1936. There are also short sketches of eminent men and women of distinction in general Who's Who in special subjects also. Further societies like the Royal Society issues the Obituary Notices of its members at the time of his death, which apart from its traditional features is also a summary of the achievements of the scientist and throws a vivid picture of the man.

The impact of this aspect of knowledge is so endearing that more books are published as biographies in contemporary publishing This indicates the demand and inquisitiveness to understand the life and events of others, with a view to profit by their experience in overcoming the life's issues.

Literature

The most popular among branches of knowledge is literature, particularly fiction, novels, which is extensively read by all classes of people, both for pleasure and profit. Poetry and drama exercise an appeal to the thinking and serious readers, e.g. (poets - John Milton, Alfred Tennyson, Byron, John Keats, R. B. Shelly), Dante remain a class by themselves similar to Shakespeare and Shaw in the field of drama. In the Orient, poets are household words; e.g. Kalidasa, Tiruvalluvar, Kambar, Vemana, Suradas, Kabirdas etc.

Sciences

This branch of knowledge containing the areas of mathematics, pure and fundamental sciences has the unique distinction of engaging the attention and interest of every human being. It is because every one of us likes to know something about the planet earth we inhabit, and its place and relationship with other planets and the cosmic existence as a whole. But for these two intellectual disciplines, it would have been impossible to have gained the truth about our physical environment.

Mathematics

Is of daily application in almost all of our activities and pursuits, e.g. What time is it now? How much money is due? What distance is it from here to the railway station? Even such questions need the help of mathematics and it seems all pursuits can be measured in terms of numbers or their fractions. A work of E. T. Bell is 'Mathematics, the Queen and maid of sciences' is a splendid explanation of the functions of mathematics in governing all activities of human beings.

Impact of Printed Books on the Human Mind

Sciences being exact in their conclusions need the help of mathematics to express the results of their experiments and investigations, and the theories. The newer knowledge on cosmic existence, discovered by great thinkers among scientists, from the early times down to the twentieth century has completely changed the old theories. Albert Einstein and May Planck by respectively establishing the theory of relativity and quantum physics discarded the theories fixed time and motion of the classical physics. Other eminent scientists Heiderberg, Bohr, Born and Dirac are those significantly credited with the extension of the new theories. In chemistry also, Woodward's 'virtuoso synthesis of organic molecules' became equal in importance to Dalton's atomic theory. Molecular biology and nuclear physics are opening new channels of investigation aided by the computer science and technology. All these findings have social implications of for reaching nature. It, therefore, becomes essential for every man to read, understand these great theories of life and environment, if he is to enjoy a meaningful existence. Such is the impact of books on all of us. For instance a few titles cited below would reveal their pervasive qualities.

Silvis A. B. Bedini, (1917), *Thinkers and Thinkers* Landmark Ent, 1975.

Jeremey Bernstein, (1920) *Science Observed* Basic, 1982. (provides good insight into the origins of artificial intelligence research, with special emphasis on Einstein and Schrodinger.)

Jacob Bronowski, (1908-1974) : *The Ascent of Man*. Little, 1974 (This is a monumental work by a talented scientist covering the origin of human life and tracing its development up to 1974. Many who have read it are re-reading it and recommend it for universal reading)

P. B. Medawar, (1915) *Advice to young scientist* Harper & Row, 1979 (Invaluable advice of a distinguished

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scientist for those contemplating a research career. Also interesting for the general reader.)

George Gamow, (1904-1968) : *Mr Tompkins in Paperback* Cambridge Univ. Pr. 1966 (Modern physics as dreamed by Mr. Tompkins, both delightful and fully informative reading for all.)

Nigel Calder, (1931-) *The Restless Earth* a report on new Geology. Penguin, 1972.

Charles Eames, (1907-1978) and Ray Eames : *A Computer Perspective* Harvard Univ. Pr., 1973. (a splendid pictorial history of the computer, quite engaging and authentic)

P. B. Medawar, (1915-) and Jean S. Medawar *The Life Science, Current ideas in biology.* Harcourt & Row, 1977 (A Nobel laureate renders a highly readable account of biology.)

It is the frank admission of the many readers, who have something to do with these subjects, and took to the reading of these books, that these works helped very much in developing their imagination in pursuit of new fields, and explore them.

In this brief survey of the fields of knowledge carried out, a cross section of books as typical examples have been projected to show how they are read, and re-read from generation to generation. One can conclude that the power of the printed books appear supreme, and all mass media of communication stir up the minds of people to reach out for the originals. Books are treated with most reverence in India, and even worshipped as symbols of learning and knowledge. There seems to be no real substitute for a printed book.

Arches of Civilization and Culture

Every book is an arch, through which gleams that untravelled world of wisdom, knowledge, which today is named information. There is an eminent talent responsible for the substance and the thesis of each book reflecting the life and thought of the past or contemporary times. The work may belong to any branch of knowledge-philosophy, religion, sociology, sciences, technology, history, biography, literature, fine arts. If it is a classic, it is bound to command its use and appeal for an indefinite period. It is not possible to state with any precision how many such books exist in different languages and countries. But it is very true that each one of those books contains information on the state of civilization and culture of the period dealt with, e.g., *A Tale of Two cities* by Charles Dickens. So it will not be an exaggeration to state that books constitute the culture of the world. Where else can man search for it? May be, he may obtain an aspect of it from fossils, archaeological specimens, and coins. But these are very rare to find, and difficult to understand the spirit and meaning involved. So, out of sheer practical necessity manuscripts, and subsequently printed books have been adopted as media for preserving and communicating the culture from one part to other parts of the world. Also the number of people, who learnt the skills to use the books increased and copies of a work could be produced with a little effort by means of printing to meet the demand existing for them. Thanks to the great inventor of typography Johann Gutenberg in the 15th century, and also the gradually

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improved technology like photo-offset lithography which have resulted in cheap and good printed books within the reach of every man

The term *Culture* semantically provides various meanings-production, tillage, rearing, when it is applied to agriculture, horticulture, beeculture or even bacteria culture; improvement by mental or physical training, intellectual development

The dimensions of intellectual development are continuously extending, as the frontiers of knowledge are increasing. The terms *Knowledge Explosion* and *Information Explosion* are currently popular, specially in the area of scientific disciplines, their study and practice. In order to help the human minds engaged in scientific study, investigation, research, and development, quite a number of aids have been produced by technological advances. But their use alone in mastering the mind leading to a scientific truth is found inadequate. Dr. Bentley Glass, in his 'The Times and the Timeless the inter-relationship of science, education, and society (N Y. Basic Books, 1970)' convincingly maintains "that the data and the facts alone do not constitute knowledge, in the sense of understanding". Information is needful but the observation must be fitted with into concepts and conceptual schemes or paradigms that determine one's outlook and direct one's processes of investigation and enquiry the study of science must penetrate beyond its data and its laws and embrace also its methods of enquiry and historical processes."

It is at this point, reading of books, documents, and all available sources of information attain a significant

place, for it is only by studying the relevant recorded knowledge that a real intellectual development, ultimately shaping the human being into a cultured person is possible. It, therefore, is very much necessary, scientist or no scientist, a person must read and understand the concepts of great minds of the past and present.

A young intelligent student usually asks a question "why read beyond the essential texts? Is it not loading the mind with irrelevant facts and wasteful? His working hours are so crowded that he is left with little leisure to read books beyond the prescribed texts, and understand the cultural heritage.

As soon as he completes his formal education, and has to find his place in the wider world of living and competition, he realises that he is not adequately equipped with the knowledge required to attain a suitable place in the working life. He is placed in a situation, when he needs advice and counselling how best he could help himself.

The books by eminent thinkers, and philosophers, whose reading and understanding the moral insight into our own feelings and that of others enable us to see significant recurring patterns in human experience, which otherwise we would not see or know. This valuable advice would convince any one of the necessity and justification to read beyond the set books. It may be suggested in an honest way, if one has not the genius and the aptitude and patience for reading good books, which abound in good numbers, he would perhaps do well to turn to test his responses to other fields such as music, painting, sculpture, and other fine arts, or even walking alone through country

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or rural areas on a silent moonlit night and see if the landscape and nature offers him the needed answer and satisfaction to his wavering mind.

All one can say that this kind of scepticism prevailing in the minds of our youth of our day is because the term 'culture' is more often used to represent what is not culture. Our garments, textile products, electronic hardware, and even flimsy cheap brands of several marketed products of the machine are tied up with culture with marginal differentiation.

Down through the ages, it has been proved beyond doubt that real liberal education is the essential education of a gentleman. If only the superficial or the outward marks of liberal education as offered in today's schools, colleges and universities or even academies are acquired one can easily pass as a gentleman, but the depth of knowledge and moral insight characterising a true gentleman lacking in him are revealed in no time.

Education through good study and reading results in the improvement of self, which was the ultimate aim of all young people in their formative years. This was quite true some fifty to sixty years ago, but today their motive is to get on somehow and to get easy solutions to life's problems with little effort. Why this change in outlook of young people of today has occurred? It is because of the sociological changes of a global dimension. Culture appears today a finished product marketed at competitive prices, and as prestigious one far from the reach of the large sections of our people. Even the formal education has been commercialised. It seems to be limited to the lower and upper

middle classes, and commercial aristocracy, and the emerging new rich of the rural areas. The economic status plays a vital role in today's society, and therefore the less affluent have the least chance either for self improvement or even for a place in the social structure. T. S. Eliot's prophetic statement in his *'Idea of a Christian Society'* (1939) seems quite appropriate and true as well, in regard to culture as a prestigious product. "What in the kind of society we are approximating, will be a democratic organization of culture? To substitute for 'democratic' a term which is coming into existence and which is advancing in every country whether 'democratic' or 'totalitarian' is a lower middle class as that of the Victorian age belonged to the upper middle class or commercial aristocracy."

One may doubt T. S. Eliot's concreteness of a lower middle class coming up in recent times, but current writing all over the world reveals the prevailing dissatisfaction with personal status, a social and economic, and industrial restlessness, material satisfaction that reflects a wide and deep discontentment, not so much with class structure as with the availability of little room at the top.

These social trends have left a stamp of cheap cynicism, almost a dogma of vulgar sophistication, a resentment of the self assurance of fellowmen. Today, it has been found impossible to state the value of literary culture to living.

It seems pertinent to reproduce the direct and forthright view of Dr. Samuel Johnson that "the greater part of readers instead of blaming us for passing trifles, will wonder that on trifles so much effort is expended, with such importance of debate, and such solemnity of diction.

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To these I answer with confidence, that they are judging of an art they do not understand, but cannot much reproach them with their ignorance, nor promise that they would become in general by learning criticism, more useful, happier or wiser."

The above remarks of Johnson, though made, while talking of literary criticism, apply to literary culture in a broader sense.

People, who may possess it are not necessarily more useful, happier or wiser than other people, but they do command a set of other resources within themselves, which they could not without the intangible literary culture. This prized possession belies communication and precise definition. Perhaps the individual who is taking to literary studies, mainly with the idea of putting them to some selfishly practical advantage or benefit or of publicising his self-importance through them would be well advised to *turn his energies and genius to other fields like applied arts-music, painting, architecture, technology, etc.* It is only the more imaginative and aesthetically developed minds that would discover pleasure and profit in literary culture, through reading of books. It is extremely pleasing to find that in modern society, when the younger generation is questioning the place and value of literary culture to life writers like S K Pottekkatt, emerge to assess boldly that with all the conveniences and comforts that modern science and technology provided, it carries in its fold tremendous scope for destruction, while true literature and cultural values resulting from the reading of good books is purely creative in its outlook, because true literature not only inspires and fosters values like brotherhood, equality, and

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peace, while it also keeps away the animal propensities in man. Consequently reading of good books is bound to foster goodness and peace in man's mind and enable him to absorb exalted ideas of men and women of successive generations and centuries. But a careful and wise choice of books to be read is increasingly essential, because modern literary trends indicate that literature is deposed to the rank of a cheap, fugitive, and tempting saleable product, marketed on the roadside pavements by newspaper vendors and cheap book stores, full of story books of blood and thunder, sex and crime, whose reading is bound to corrode the young minds which can spread filthiness destruction, and hunger all around. Let agencies like UNESCO and sensible state agencies as well, save humanity from these dangers, and pave the way for a peaceful and happy life

Supremacy of Printed Books over all other Forms of Media of Communication

Printed books have secured such strong grass roots in the field of preservation and communication of knowledge (information) that it is almost impossible to displace them by all other media that have subsequently been introduced for this activity. The other media is designated as "paper less" or non-print. Popularly, they are named celluloid media.

There is a growing section of new media enthusiasts, experts, who project the view that bookpublishing industry and trade is once and for all doomed. Within a decade or so, authors would no longer ask for the services of publishers. The electronic '*Chip*' will soon become a universally accepted media of preservation and communication of unlimited sources of information. Its adoption would drive away the printing industry and manufacture of books by customary processes through the printing press and bindery. The printed documents would remain fossilised specimens of the past. Adrian Berry *Publish and be doomed*. In this article in the Daily Telegraph, London, the author has written an excellent obituary notice of the printing industry, books and publishing, and is all cheers for electronic applications, resulting in freer literature.

This discussion on both forms of media has been going on during the recent one or two decades and has been quite interesting, as it is controversial in nature. As

professional librarians and information scientists, we need to dispassionately assess the views and arrive at a balanced state of media adoption. Perhaps the Western countries, mainly for the sake of conserving floor area, which is scarce there, have been so compelled to squeeze everything in a chip. Further the innovative urge to bring something new to attract the public put forward a plea in a convincing manner by commercial advertising, free demonstration of its application in some institutions, and earn sizeable rewards for the electronic industry.

The human talent at the base of every automation is irreplaceable, it is only the media equipment and the style of communication which get boosted beyond any proportion by the obsession of the new media men. It, therefore, would be appropriate to consider the impact of the printed book on people for over five centuries, and also a reasonable amount of automation for quick production, to meet the large and growing demand for information.

Ever since the civilized community for men adopted the symbols, pictures, alphabet, and numerals to communicate by forming words and sentences, the reading habit and the writing processes have, by and large, remained stable to this date, and it appears unlikely that any revolutionary changes will take place, because of the advances achieved in electronic technology applied to the communication system. Available recorded evidence of the growth and development of languages and reading and writing indicates that the scripts are written from left to right and read as such, except in a few languages like, Arabic, Persian, etc.

Perhaps modern technology which has given us the radio and television with all their ramifications may affect

the past procedures of the communication system. In India these two modes of mass communication are being experimentally adopted to help the remote and isolated inhabitants, far away from the urban forward areas, with current useful information suited to the life and conditions prevailing in their environment. A large percentage of illiterate population is reported to have been benefited with the information brought to their door steps. It is expected that these audio-visual communication systems might arouse a desire in them to become literate and exploit further the facilities. It cannot be ruled out that a small percentage of these aboriginal population may become complacent and be satisfied with the television and radio communication of information and would not develop an urge to become literate at all.

The aggressive publicity given to new mass media of communication has produced some disturbing trends in the minds of publishers of printed books that the book industry and trade might be retarded and gradually decline and fade out. In Western countries sale of printed books to individuals and institutions reveals a downward trend, due to diversion of funds towards the television, v. c. r., etc., Besides the computer technology adopted by these institutions further depleted the amount for the acquisition of printed books. It is likely that in course of time printed books and documents would cease to be produced by printers and publishers. It is extremely difficult to categorically answer this question, for from another part of the world (Hongkong) information is available that millions of copies of best sellers, and other books in demand are produced by book pirates to meet the demand and earn huge profits. Titles of works *"Paper/less communication in society"* and the *"Myth of Information Technology"* have

appeared. These conflicting opinions of experts render it too hazardous to forecast precisely of what will happen to the book industry and trade in the foreseeable future.

The experience of the developing countries is different from those of the West, because the television and other mass media have not taken deep and firm roots in these soils due to various causes—lack of adequate funds, monopoly of telecommunication by the state, and the production of television programmes borrowed from America and England, and accepting commercially sponsored programmes for a sizeable payment. The large illiterate population do not evince any interest in these programmes. The telecommunication system is yet to be fully developed. In these circumstances, the only mass media for providing information to the people is still the printed page, the books, other printed documents, and news papers.

In India, where the cultural traditions of the past, drawing their inspiration from the ancient wisdom found in the *Vedas, Upanishads, Agamas, Puranas, Samhitas*, and other scriptures, are so firmly rooted in the life of the community in all their material, spiritual, and religious activities that this neo-media focussing American specimens and models of life's pursuits and outlook could hardly create a powerful impact on the people, except on the fickle minded, semiliterate, and superficially educated and unthinking individuals in their immature state. The *Guru-Sishya siddhanta* is still very much present here, together with respect and regard for learning and literature. This involves the printed books, as the essential soft ware.

Even though soldiers of alloy of lead revolutionised communication, education, and learning by making possible

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the mass production of cheap books, it has not resulted in the extinction of our ancient system of *Guru-Sishya* (teacher-disciple) relationship and communication, oral and symbolic, e g , music, dance, and a few other disciplines in the field of philosophy, religion. Without a *guru* (professor) no real learning could be conceived. For instance, the ancient mythological story of Ekalaya sacrificing his right hand thumb to Acharya Drona is a convincing example. A human personality's presence in the act of communication is absolutely and essentially paramount. Subsequently the radio, and the television have been adopted for mass communication of information. Instead of destroying the need of teachers and pupils, there has emerged large groups of people actuated by a desire to supplement the information provided by the new technology, and the demand for teachers and books has registered a steep rise. The book and the printing industry did not die, but developed in proportion to the rising demand of the people. The paperless age of communication proved a myth. It is only the fanaticism of a small section of people that is sustaining the virtues of communication by application of electronic technology.

The printed books are bound to last for an unseeable future, because of their inherent and superior qualities of cheapness, mobility, and simplicity over the television and the radio. Firstly the book is in harmony with the life of the people, who are familiar with its size, shape, and uses, e g , the most popular work the Ramayana in the form of a printed book can be found almost everywhere in the East. Sometimes these scriptures, and epics are worshipped as a representation of the goddess of learning. Further the book has the distinguishing quality of providing individual satisfaction and service. A single book may be used to

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yield different types of information to different members of the community. By virtue of its good and great influence on the human mind, it may capture the imagination of millions of human beings, e. g. Shakespeare's Plays, Kalidasa's Plays. The personal satisfaction obtained after reading a book could be offset with the services that the television and the radio provide. A large group of people remain watching as passive spectators the picture on the television screen, and listening to the same talk or sound, and purposeless background of instrumental music, which is said to decrease the monotony of the performance. There is a total denial of choice in this situation to the individual. If the picture on the television screen happens to be of little interest to the viewer, he has to move away or shut down the functioning of the 'idiot box', as no other alternative is open to him. The radio is no better in its approach to the individual taste of the listener.

Secondly, when a person uses the books in a library or from any other collection, he has several choices of books before him, when one book fails to give the answer to his enquiry or the information wanted.

Thirdly, the printed book has the great quality of mobility, and convenience of shape, size, and weight. It can be inserted in a coat pocket, and accompany the owner wherever he or she goes, while the stationery location of a television lacks this facility.

Fourthly, the cost of a book is not a forbidding factor in its purchase and maintenance, whereas a television needs an investment, and expenditure on its repair and maintenance, which is negligible in the case of books.

Fifthly, and even more importantly also, recapitulation of the information on the pages of books and reading the passages at your will again and again is not at all possible in the case of television and radio. It has no time saving device, as the index of the book. When the human memory fails to recollect a fact or information precisely, a book readily and spontaneously gives the information through the index, the like of which is not possessed by any of the audio-visual media. These foregoing observations regarding the printed book and the new media are corroborated by several experts in the field.

Social, economic, and cultural factors prevailing in India are very much in favour of the continued use of printed literature as a primary mass media of communication. It seems that Gutenberg did not in vain invent typography, which is bound to flourish, whether there is television or no television. The continued use of printed books could be forecast for a foreseeable future in all civilised countries.

"I hold the invention of printing to have been one of the most momentous facts in the whole history of man. Without it universal social progress, true democratic enlightenment, and the education of the people would have been impossible, or very slow, even if the cultured few as is likely, could have advanced the knowledge of mankind without it. We place Gutenberg amongst the small list of the unique and special benefactors of mankind in the sacred choir of those whose work transformed the conditions of life, whose work, once done, could never be repeated"¹

1 Frederic Harrison *The Choice of Books and other literary pieces* London, Macmillan and Co, 1887, p, 17

Women's Reading and Writing

Reading and writing in general by both men and women was dealt with in the previous chapters. Now, it is proposed to concentrate on the reading and writing of women separately, for the main reason that a new intellectual discipline named *Women's Studies* has been included in the academic fields, specially in the United States of America, and perhaps in a few countries of the West, where the women's movemeet has been gradually gaining attention from society and individuals. The place of women in society has been an age old issue from the ancient past. There are dependable historical evidences to show that women as comrades and consorts occupied a significant position, and played honourable and important roles in India,, e g , Anant Sadasiva Altekar *Women in Ancient India*, an authentic work on the subject providing information on the historical evolution in which women distinguished themselves equally well with men, Panduranga Vaman Kane *Hindu Dharma Sastra*, 4v, provides a veritable code of ethics common to both men and women and the relationship between them.

All over the world, from the ancient to modern age, the position of women has been exhibited as one of subordination to men. Why has it been so in spite of the fact that the total population of the world shows that the ratio is 50 : 50 between these two sexes, some state that women now slightly outnumber men. It has been realised in society that without according the due rights and

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privileges to women, the society would be lame and half developed. Yet the disparity in the relationship between these two groups has continued through the centuries, and today it has reached a point of no return

Social, political, and economic changes globally witnessed through the twentieth century indicate and point out that the awakening of women to maintain and establish their rights and privileges in society based on liberty and equality in all human activities has taken firm roots and would grow stronger and stronger. Now, it has been realised by them that their subordinate status was due to their lack of reading and absence of books written for the exclusive study and understanding of their problems, as a girl, married woman, mother, mistress of the house and their relationship with men in all undertakings. Today one could spot out instances of women as astronauts, space scientists, physicists and chemists, political leaders, and reformers, and executive heads in commercial and related organizations

There has been few books of high academic value written by women, and they had to depend on the writings of men, which more often failed to cover the special issues of women. "Higher education in the 19th and 20th centuries introduced students to the male oriented curriculum. About 1960 significant resurgence of women's movement took place due to the select, talented women of high intellectual calibre obtaining higher level education and even performing original research work in science and technology. Although select instances of women in various fields, rulers, diplomats, administrators, teachers, doctors, scientists and writers of literary works,

e.g. Maharani of Jhansi, Indira Gandhi, Rukmini Arundale Padmavati (doctor) Sarojini Naidu, it cannot be maintained that the attention paid to women was adequate. This lacuna led to the creation of the academic discipline "*Women's Studies*" in several universities in order to enable women who could write for women with authority. A few examples of such books are listed and described, which would meet the current demand for them, and help the assessment of their impact on the personality, outlook, and philosophy of the present generation of women.

Simone De Beauvoir (1908—) *The Second Sex*, Knopf, 1953. A classic existentialist study of women's 'Historical and contemporary place' in Western culture—a secondary place, the author insists, one that has shrunk their relations with men. A work of remarkable sweep, learning, and intelligence.

Jessie Bernard (1903—). *The Female World*, H & P-Free Press, 1981. A comprehensive examination of women's sphere, written by one of America's leading sociologists in the areas of women, marriage and the family.

Robert Coles (1929—) and Jane Hallowell Coles *Women of Crisis: Lives of struggle and hope*, Dell, 1978. This choice collection of interviews with poor women from different American traditions often reads like fiction and affirms the artistry of ordinary existence.

Zillah Eisenstein *The Radical Future of Liberal Feminism*, Longman, 1981. Examination of liberal individualism—from the period of John Locke to the Carter administration and its occasional inclusion of a radical, subversive vision of womanhood.

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Betty Friedan (1921 -) *The Feminine Mystique*; 2nd ed, Norton, 1974 A 1963 bestseller that changed women's lives A prime mover of feminism Friedan drew attention to the post-World War II malaise pushed by a consumer and advertising oriented society into the prescribed utopia of marriage/motherhood/suburban house tending, guilt ridden, if they sought identity or expression except through husbands, and homes.

Perdita Huston (1936—) *Third World Women Speak Out*, Praeger, 1979. Interviews with mostly rural women from Tunisia, Egypt, Sudan, Kenya, Sri Lanka, and Mexico reflecting on the promise and hardships coincident with economic and social development.

Dale Spender, ed. *The Impact of Feminism on the Academic Disciplines*, Pergamon, 1981 Useful introduction to major issues facing teachers dedicated to a transformation of the curriculum. Arranged according to major academic disciplines, and includes a good basic bibliography for each.

Ellen Moers (1928-1979) *Literary Women, the Great Writers*, 1976 o. p An already classic criticism study in feminist criticism that identifies various types of heroines in female fiction from the late 18th to 20th centuries

Susan Moller Okin (1946-) *Women in Western Political Thought*, Princeton University Press, 1979. An excellent survey of Western political theory pointing up the omission of women in theoretical discourse or, alternatively, the negative attitudes embodied in the work of most political theorists

Women's Reading and Writing

Elaine Showalter (1941-) *A Literature of Their Own*, British women novelists from Bronte to Lessing Princeton University Press, 1977 In search of female literary tradition as a subculture within a male culture, this critic examines both famous and now forgotten English novelists and traces three successive stages of self consciousness in the tradition the feminine (1840-1880), the feminist (1890-1920), and the female (1920 -).

Claire Tomalin, *The Life and Death of Mary Wollestonecraft*, NAL, 1974 Biography of a daring English feminist living in an era of truly revolutionary change that inspired her major feminist treatise: *The Vindication of the Rights of Woman*. 1792.

Mary Wollestonecraft (1759-1797). *A Vindication of the Rights of Woman*, Garland Publishers, 1792. A vehement statement of the oppression, the disabilities, and indignities women suffer Despite its passion, it is penetrating and balanced, its general observations still valid. Not until the 20th century has her *Vindication* been accorded deserved recognition

Ruth Schwartz Cowan (1941 —) : *More Work for Mothers: the Ironies of Household Technology from the Open heart to the Microwave*, Basic, 1983. While industrialization liberated women from much household production increased consumption of goods transformed the home and introduced higher expectations of domestic life that continue to fall primarily on female members of the household.

The Development of Human Personality through Books and Reading

“In the cultural history of mankind there is no event even approaching in importance the invention of printing with movable types. It would require an extensive volume to set forth even in outline the far-reaching effects of this invention in every field of human enterprise and experience, or to describe its results in the liberation of the human spirit from the fetters of ignorance and superstition. The mighty power of the printed word to influence human thought and action, for good or ill, has seldom been more clearly shown than in our own day and age, when we see the governments, the press, as a necessary means of controlling the opinions and activities of their people. Since printing has exerted so immense an influence upon the course of civilization, the question of who invented it becomes one of high historical interest and importance.”¹

After a good deal of sifting the possibilities, it has now been accepted almost universally that Johann Gutenberg of Mainz, in Germany should be credited with this historical, powerful, and romantic invention of the art of movable types known as typography. It is on this invention, with the advances made in printing technology, the modern book has its base, and origins as well. We shall observe how powerful the printed literature is by studying the real titles of works in all branches of knowledge with their influence

1. Douglas C. Mc Murtrie . The Book, the story of printing and bookmaking Oxford University Press, 1943. p. 136

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on the mind and acts of all human beings (A conjectural sixteenth century portrait of Johann Gutenberg could be seen on the frontispiece.)

The total span of man's life according to Biblical conception is three score and ten, while the Hindus (the Aryans, and Dravidians) according to Vedic authority state that it is full one hundred years. Irrespective of the duration of life span, there is general agreement that it may be divided into four periods.

(1) Learning and preparation, (2) Utilization of knowledge and skills learnt towards achievement, (3) Enjoyment of the acquired rewards, (4) Mature look to the future ahead. In other words these four periods are called (1) Dharma, (2) Artha, (3) Kama, (4) Moksha by our fore-fathers in Aryavarta, i.e. modern Bharat. We shall try to know the implications of these concepts. Fortunately, there are dependable sources of information. The first and foremost is the four *Vedas* *Rig, Yajur, Sama,* and *Atharva*. The *Vedangas* are auxiliary texts known as *Aranyakas, Brahmanas,* and *Upanishads*. Subsequently, great masters have written commentaries for the better understanding of these scriptures. The name of the learned Rishi Vyasa is associated with these commentaries, and these are illustrated from the events in the *Ramayana* and *Mahabharata*. As these texts are in Sanskrit language, in order to bring it to the notice and understanding of scholars in other parts of the world, who may not fully follow the original Sanskrit text, the well known German scholar Max Mueller had rendered yeomen services by translating and editing them under the title *Sacred Books of the East*. Other eminent Indologists like Maurice Winternitz, Glass-nop, and some others, who evinced keen interest in promoting the cultural traditions of India have presented

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critical commentaries and also brought out proceedings of the conferences in book form. For those readers, who need precise reference to the terms in the Vedic texts, there is an excellent work-*A Vedic Concordance* by Maurice Blomfield, Harvard University Press. The contribution by S. Radhakrishnan to the understanding of the Vedas, Upanishads, and Hinduism, and Indian Philosophy is significant. His works-*The Idealist's View of Life; The Hindu View of Life*, and *Indian Philosophy*, 2v., and commentaries on *Upanishads* are outstanding. Bhartrihari, poet and philosopher had left a rich legacy of poems containing a popular, but valuable ethical code for the conduct of man. This is considered his masterpiece and is in Sanskrit under the title *Subhashita Ratnani* (सुभाषित रत्नानि).

Besides, the remarkable *Manu Dharma Sastra*, which is an oft quoted authority for the conduct of life, has recently been edited with exhaustive commentary by the eminent Sanskrit scholar Panduranga Vaman Kane under the title the *Hindu Dharma Sastra* in four volumes. This work now is a most authoritative source of reference in so far as the Hindu Law Code is concerned.

It would not be out of place to mention the famous classic in Tamil language-*The Tirukkural* by Tiru Valluvar, which is a masterpiece on the conduct of man's life under varying situations and periods of life. The work is divided into four parts-Aram, Porul, Inbam, Veedu (also called Arathu Pal, Porul Pal, Inba Pal, and Veettu Pal) similar to the Vedic period divisions of man's span of life, Dharma, Artha, Kama, Moksha.

In Hindi language, written in a simple style, in order

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that young readers may comprehend it, the subject, conduct of life has been well presented by Gulab Rai in his work *Jeevan Paddhati*

There are several works similar to the ones referred to above in other languages. The *Psalms* in the *Holy Bible* is a veritable handy guide on human conduct, and is universally approved as an unfailing companion through the thick and thin of life in surmounting the problems faced.

There exists an eternal source on conduct of life, which Buddhism has adopted as its primary Veda. It is Tripitika containing the parts *Abhidhamma Pitika*, *Sutta Pitika* and *Vinaya Pitika* and the *Jatakas*. Similarly all other great religions of the world. Christianity, Mohammedanism, Zoroastrianism, and Sikhism have authoritative books: the *Bible* and its parts, the *Koran*, *Avesta*, *Adigranth* Lewis Browne *The World's Great Scriptures* is a handbook for obtaining the information on the scriptures of the world. In the Sangam Tamil Literature, two great classics *Silappadikaram* and *Manimekalai* based on the Jain philosophy have passed the test of time in guiding the human conduct and course of life. Perhaps, *Periapuranam* by Seizhkilar presents the life of sixty three saints known as Nayanmar, including that of Meiporul Nayanar, in order to provide fruitful directions based on their lives for the conduct of life. It has been very popular with the Tamil speaking people, and continues to command the interest of others as well.

Individual outlook, philosophy, and pursuit in life are so varied according to the environment, social, economic, and political conditions prevailing. Also the level of

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general cultural traditions have an impact on the choice of profession, and other interests. One becomes distinguished in philosophy, another in Sociology, another in Law, and some others in Language and Literature, and yet a large number of people in one or more intellectual disciplines like History, Geography, Music, Painting Sculpture and other arts. What is the basis of such interest, and significant contribution to the existing level of knowledge. In one word, the answer is that it is the books and their reading and understanding their values. It is very true that books have shaped the course of the world. It is not only the great rulers and eminent scholars that bear testimony to this conclusion, but also tyrannical despots like Adolph Hitler have been convinced of the power and impact of books on the human mind and their action. Recorded evidence is available to show that during the Nazi rule of Hitler, all the books in free public libraries in Germany were destroyed, and instead stocked with books purporting to support the Nazi philosophy and programme, and its superior qualities and advantages. This was an encroachment on freedom of reading, and an instance of indoctrination of a set of given ideas favourable to the government. This certainly reveals the power of books to change peoples outlook and beliefs.

Each community, group, and nation has developed a philosophy according to its genius. So, we find not only a universal approach, but individual philosophies also. The ancient Greeks, Chinese, and the Indians had left a legacy of different types of philosophy. The titles C E M Joad : Guide to philosophy, Smith, Thomas V, Philosophers speak for themselves readings in Greek, Roman, and early Christian philosophy, Sankara : Advaita Bhashyam, Immanuel Kant : Idealism, Critique of pure reason continue

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to be authorities and remain as classical sources on the subject Santayana Philosophy (Spanish) and Paul Satre · Existentialism may be cited as recent examples

There are also several works on the religious attitudes The history of civilization reveals that the foremost recorded form of books were the scriptural works like the Bible, the Vedas, whose impact on minds of men has been phenomenal Here it is proposed to confine attention to individual approaches, e.g., William James Varieties of religious experience, Radhakrishnan and Moore : Reign of religion in contemporary philosophy, Albert Schweitzer Christianity and the religions of the world, Thomas A Kempis The Imitation of Christ, D S Sarma . A Primer of Hinduism A large number of works purporting to be the views on personal religion exist, and all of them continue to exercise a forceful, moral, and devotional impact on human mind even today

The dimensions of Social Sciences being very extensive, and aimed to treat of man in relation to world and to his fellow beings are very comprehensive It, therefore, includes the subjects sociology, political science economics, law and administration, education, communication and transport, as well as customs, costumes and ceremonies In every one of these disciplines, a good number of books by eminent scholars have been produced With a view to illustrate and emphasize the role and impact of such books on people, a few chosen works of authors are cited in the case of such identical literature, the significance of their power in shaping the course of life and civilization can not be under rated

UNESCO : A Dictionary of the Social Sciences
1964 This work describes and defines over a thousand

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basic concepts used in the social sciences. This work has been a remarkable document commanding its use all over the world.

Seligman. The Encyclopedia of Social Sciences, 17 volumes and supplement 1968-1979 is a veritable authority and anyone having to do with any aspect of social sciences cannot ignore its value to his purpose.

Jean Jacques Rousseau. Social Contract, and John Locke. Political Theory have remained quite authoritative in political science for a long time. Recently quite a few equally important works by Dunning. History of political theories, Mallory. A Political Handbook of the world, P. Sitaramayya. Constitutions of the world, James Bryce. Democracies, Harold Laski. Grammar of Political Science, Lindsay. The Individual and the State are some of the foremost works on the subject which have been appealing, and exercising their impact on society.

There is an interesting treatise on Political Science and Diplomacy by Chanakya under the title Raja Neeti Sastra in Sanskrit which compares favourably with More's Utopia, a saint-scholar's approach and view on an ideal world state. Macchiavelli. The Prince is an all time authority on political diplomacy. Classics of Greek civilization are Plato. Republic, selection and education of rulers, Aristotle. Ethics and Politics, dealing with individual political morals are even today holding their authority. More recent and new thinking on political science is found in Nikolai Lenin. Imperialism, The State and Revolution. These contain basic theories and practice of Soviet socialist republics, focussing on the privileges and responsibilities of the individual and the state. During post World War II, the United Nations has issued exceptionally valuable

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publications regarding the Human Rights, International relations, besides special reports and documents of problems relating to Health, Labour, Food, and Education and Culture. Every one of these are factual and convincing treatises, and none would fail to be inspired, if he were to read them with comprehension. Henry Maine's *Parliamentary Procedure and Practice* is an invaluable vade macum and authority on the conduct and functioning of legislatures, parliaments, etc. All other procedural works on legislative bodies owe allegiance to Maine's contribution.

In the field of economics, there are a few historically and theoretically important works, which command continued use to those engaged in the study and research in the field. Adam Smith (1723-1790) *The Wealth of Nations*, 1776 is a classic explanation of the economic value of individualism, and of the division of labour. R H Tawney *Acquisitive Society* is a caustic analysis of the profit motive, which he considers a bad basis for an efficient economy. The moral force of the argument may be due to the adherence to true Christian faith and philosophy by the writer. Karl Marx *Das Kapital* is a basic text of modern communism predicting the collapse of capitalism. The Orient could be proud of Kautilya's *Artha Sastra*, tr from Sanskrit into English by Syama Sastry. Today's conflicts among nations arising from unequal and unfair distribution of wealth and natural resources, may be resolved by following the directions in the works cited above.

The continued interest and demand from the readers of the subject is reflected in the production of varieties of books on economics, incorporating the changed and newer views of thinking, due to world wide social, and political

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upheavals, on account of the two world wars and inflationary tendencies, and deficit financing by states to run the administrative machinery For instance, the works cited below indicate a few of the more important books

Milton Friedman, (1912) and Roe Friedman Free to Choose Harbrace, 1980 (In an elegant tribute to the efficiency and fairness of the market, the Nobel Laureate and his wife argue that individual freedom and democracy can only survive under capitalism),

Friedrich, A Hayek, (1899) The Road to Serfdom Univ Chicago Pr, 1944. (A sustained attack on national economic planning Projects the view that collectivism leads to totalitarianism, and that only individualism and the market are compatible with freedom),

John Maynard Keynes, (1883-1946) The General Theory of Employment, Interest, and Money. Harbrace 1936 (Presents a major turning point in economic thought, due to mass employment, and attempts to destroy the old classical theories, that have remained more academic than of practical application Individually, a work of far reaching value for the economists and the readers as well)

Sidney E Rolfe, (1921-1976) and James L Burtie, (1919) The Great Wheel, the world's monetary system Mc Graw, 1973 (Invaluable to the general reader who is trying to understand the present instabilities of the international monetary system, and how they came about. The exchange rates are considered favourably, but welcomes alternative systems),

Thorstein Veblen, (1859-1929), The Theory of the Leisure Class Kelley, 1899 (A radical, satiric, penetrating

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critique of mainstream economics, and of American consumers, who define their lives not by what they invent and produce, but by the quantity and quality of their consumption)

Almost all early and ancient laws and law making institutions had their origins in religious authority, for the church was as powerful as the state, and people regarded laws based on religion and ecclesiastical bodies as binding and just. Christianity traces the origins of its laws to St Moses the Law Giver. The ecclesiastical tribunals of Inquisition for suppression of heresy gradually lost their base and disappeared. In its place, institutions consisting of peoples' representatives called Parliament, Legislature slowly gained the confidence of the society and got firmly entrenched in modern period having a complete control over the life and activities of the community and civilization.

There are very many such works having a compulsive effect in developing the human personality, and as the idea is only to inform the reader to make use of such books, only a few have been listed with brief annotations.

All bills brought before these bodies are discussed, debated, and finally approved by the majority votes as statutory laws. Every country has civil, criminal, constitutional, and other special laws adopted by duly constituted authority. These laws govern the decisions and judgments of the law courts. But for such law books and sources of information in print, preserving a social order based on equality and justice would be most difficult. But in course of time the authority of the church over the state lost its hold, as people found that the laws by religious

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bodies were unsuited to solve the varieties of social problems, and it was time other law making bodies with the consent of the people came into existence. Martin Luther was the first to question the sale of indulgences and was responsible for a clear cut demarcation of secular and ecclesiastical laws.

Most probably, of all books ever written in all languages of the world, the *Analects* of Confucius has, more than any other shaped the thought and actions of many men through many countries. Lin Yu Tang further explains Confucianism was primarily an historical school, all the Confucian classics are history. To the Chinese that system of social order, based on history, is contained in the one word "*Li*" which has such a broad meaning that it is untranslatable. In the narrowest sense, it means "*ritual*" "*propriety*" and just "*good manners*", in an historical sense, it means the rationalised system of feudal order, in a philosophical sense, it means an ideal social order, with everything in its place, and in a personal sense "it means pious, religious state of mind very near to the word *faith*". Lin Yu Tang *Wisdom of China and India*. One could place a 1942 exposition of idealistic Chinese thought as a primary treatise on Law. Similarly Manu's Code of Laws occupies a prestigious and powerful impact on the Indian Community, and dharma generates Nyaya. The philosophical exposition of Nyaya credited to Kapila, even today constitutes the basis of Indian laws governing the social order.

Most likely, the subject of language and literature of civilized communities are foremost in respect of popular use and interest. Works on language of a nation contain their

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orthography, etymology, syntax, and semantics. The most important of the works on language are its Grammar, Lexicon, and History.

Panini, the grammarian of ancient India, prepared a perfect system of grammar for the Sanskrit language. Even after thousands of years, the work holds its foremost place among the grammars of all the other languages of the world. Even the fifth generation computer scientists are finding it possible to dispense with the artificial or comm-language and adopt natural languages in analysis and programming for recording the information in the memory chamber of the computer, because of the precise phonetics, syntax, and semantics adopted in the *Vyākaraṇa Śāstra*.

Dr. Samuel Johnson, the first English Lexicographer, prepared the *English Lexicon* as a pioneering venture in the English language; it is original, historical, subjective, and humorous as well. The latest English Language Dictionary, 13 volumes, 1858-1933 and its latest revision a Supplement including 20th century changes, 4 v. Oxford University Press 1972, is a monumental work. Every developed language has a dictionary, because it gives more information about words than any other reference work: spelling, pronunciation, meaning, derivation, usages, synonyms, and antonyms. Almost all people, educated both formally and informally, have to use a dictionary for some information or other, however learned or experienced one may be. The habit of referring to a dictionary is cultivated from the young age in the school and lasts for the life time of persons. It is essential to teach the technique of how to use a dictionary in order to derive the best results from it. Some recent dictionaries go beyond their domain

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by providing useful information, but unrelated to the vocabulary of the language, like metric weights, measures, a set of proverbs, general abbreviations, etc.

Apart from its role as an essential base for the growth and development of literature, language has another significant part to play. It is a media or a means of communication among people, assemblies, societies, and nations. Without a fully developed language, which can be understood, spoken, read and written, civilization would not have been what it is today. The power of words is immeasurable. In the Tamil language, which is said to be 3,000 years old, there is a proverb that an arrow of words or expressions is more powerful and effective than one shot with a bow and string. It is interesting to know how languages came into existence and developed, how the words are responsible for action and interaction among beings, both good and bad. A few outstanding titles of works are given which would help the reader to know what a powerful weapon the language is and should be used with care and precision in communication.

Jeremy Campbell, (1931--) Grammatical man
Information, entropy, language and life Simon & Schuster
1982 (An overview of the concept of information and its
relationship to human biology, psychology, and society),

Stuart Chase, (1888) and Marian T. Chase, The
Power of words Har Brace, 1954 (A popular and highly
simplified account of many topics in semantics and
communication (A widely used text on the subject),

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Colin Cherry, (1944-1979) . On Human communication a review, a survey and a criticism , 3rd ed MLT Pr 1978 (A work on all questions on language as a means of communication) ;

Peter Farb, (1929-1980) , Word play · what happens, when people talk Knopf, 1973 (A presentation of the remarkable ability of human beings to play upon one another with their speech) ,

Terence Hawkes, (1932 -) Structuralism and semiotics. Univ. Calif Pr., 1977 (A brief introduction to the subject, perhaps very brief, but clear and excellent in rendering it easily understood) ,

S.I Hayakawa, (1906-) · Language in thought and action , 4th ed Har. Brace, 1978. (A very interesting study of human interaction through communication, stressing the need for cooperation).

Mario Pei, (1901-1978) The Story of language, The New American Library, 1984. (A standard and clear history of languages of the world) ,

Raymond Williams, (1921) : Keywords · a vocabulary of culture and society. Oxford Univ Pr , 1976 (An intellectually stimulating discussion of meaning in relation to cultural change, traced through definitions of semantic 155 key words in English).

The literature of all times is observed to have the language as its base. No literature can grow and flourish if there is no corresponding development and comprehensive quality in the language. No language is said to be

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current and valuable, if the language fails to cover the ideas and imagination of scholars, poets, philosophers, and writers in other areas of intellectual disciplines, including science, engineering, technology, history, biography, music, painting, and other fine arts. A peculiar quality of literature is that it attracts every one by providing, abstract, or concrete ideas, including mental recreation. The usual branches of literature are Prose, Poetry, Fiction, Essays, Oratory, Satire, Letters, Shortstories and Anthologies

In English literature, Cambridge Histories of English and American Literatures are standard reference works and attempt to supply with each chapter an adequate bibliography and directs the students to sources of further and fuller information. Similarly, a more handy and authoritative work in a single volume is the Oxford Companion to English Literature. Shipley : Dictionary of World Literature, 1953 provides literary criticism, literary schools, movements, forms, and terms of major languages of ancient and modern times. Similar types of works for other languages, literatures are also available.

Indic literature is a wide term and includes all literatures of India-Sanskrit, Bengali, Tamil, Telugu, and other developed literatures. D. C. Sen : Bengali, Sethu Pillai, Somasundaram Pillai, and Nilakanta Sastry for Tamil, and P. T. Raju for Telugu are some authentic sources. Other remaining literatures, including Hindi and northern Indian languages also have such works for use. The names Ram Kumar Verma, Ram Chandra Shukla, are foremost; while Babu Ram Saxena has prepared one for Urdu. One can refer to Masti Venkatesa Iyengar for Kannada, Viswanatha Sathyanarayana for Telugu and S. K. Pottikkatt for *Malayalam* and P.C. Joshi for *Gujerati*. The Sahitya

Academy (India) has published an Encyclopedia of Indian Literature 1984 V. I When completed it is expected to be an authoritative work on Indian Literature.

There are two Great epic poems in Sanskrit Literature :1. The *Ramayana* of Valmiki. The *Mahabharata* and its central thesis the *Bhagavad Gita*(the Lord's Song) Without mentioning these two eternal classical works of India,which continue to influence human beings, not only in India but in other parts of the world, any account of the impact of literature on individuals would be incomplete These two epics are literary evidence of the wisdom of ancient India. Even after 2,000 years of modern civilization, this teaches the necessity of performing one's duty irrespective of consequences, with least regard to personal benefit or selfish ends, and with firm faith and conviction that all human activities are in the service of the Lord is a by-word in the writing of scholars Lord Krishna, Arjuna's friend, philosopher, and guide demands complete surrender of Arjuna to Him with unswerving devotion and belief, and the rest would be looked after by Him

Lord Krishna explains *Karma Yoga*, *Gnana Yoga*, *Bhakti Yoga*, and *Mukti (Moksha) Yoga* to Arjuna When the Lord observed, the wavering and hesitating attitude of Arjuna even after he had explained in detail and rightly that one should not swerve from the path of duty under any circumstances, the Lord revealed his true self *Viswaroopa*, and when Arjuna saw the unimaginable lustre and vastness of the entire creation within Krishna's body, he was terrified, bewildered and fell at His feet and requested for His return to the *Parthasarathy roopa* With determination Arjuna wields the bow and arrows and destroys

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the evil forces in the battle at Kurukshetra, even though the Kaurava army consisted of his cousins, kith and kin and even acharyas. Such is the impact of great master pieces available in book form for the modern generation to understand Dharma from Adharma and perform one's duties, no matter whatever the consequences would be. It is no wonder that the *Bhagavad Gita* is pertinent today as it was several thousands of years ago. During the period of Krishna-vatara, The *Bhagavad Gita* took shape.

In the other epic, which is older than the *Bhagavad Gita*, the *Ramayana*, Valmiki has presented a pen portrait of Rama, the prince of Ayodhya, as an ideal human being, doing his duties with love and determination. The Lord in Rama reveals the conduct of life of an ordinary human being by undergoing the pleasures and pains of life with equanimity. Here a record of the ideals of a High order to be adhered to by all of us, truth, love, compassion, heroism and intellectual eminence are presented in a forthright manner. Can any one fail to be impressed by these great qualities of Rama? None. Such is the power of a great work available in print for the civilized community to day.

Panchatantra, an early collection of stories and fables which are reflected in the works of Aesop, Scheherazade, Boccaccio, and La Fontaine, are universal in their appeal. Besides these ancient works, there are also highly impressive books by Lord Russell, T S Eliot, William Shakespeare, Lord Chesterfield, Bernard Shaw, and a host of others, in each country and language commanding the same impact on human development and personality.

Poetry has a philosophical, imaginative, and also eternal appeal over men. Poetry helps rediscovery of

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truth For instance, who will not be moved after reading and understanding the depth of truth and beauty in the works of John Keats, Richard Brinsley Shelly, Thomas Grey Elegy sung in a church yard, Milton · Paradise Lost, Dante : the Divine Comedy, and Wordsworth Intimations of Immortality In India, the works of Kalidasa, Harsha, Subrahmanya Bharathi, Potana, Narsi Mehta, Sarat Chandra Bose, Rabindranath Tagore, and a number of eminent writers have held the people spellbound, and revolutionized their outlook and conduct

Fiction, though considered as light literature, the fervour of appeal it has, is in no way less than other branches of literature, e g, Charles Dickens · David Copperfield, Tale of Two Cities, William Makepiece Thackery Vanity Fair Anton Chekhov (Russian), Ernest Hemingway Maxim Gorky, and similar eminent writers of fiction in the West, and in the East, Katha Sarit Sagara of Somadeva Sarma, the Arabian Nights, Sambandam Mudaliar (Tamil), and other well know writers, recently, writers of modern fiction Somerest Maugham, (the Razor's Edge, the Human Bondage) Aldous Huxley, Arthur Koestler, (Darkness at Noon) Romain Rolland, Jean Christophe, Pearl Buck, (the Good Earth) are significant in the field of fiction together with very popular authors like Agatha Christie, R K. Narayan, etc.

Essays, Addresses, Lectures considered to present the ideas of men in a direct, short, and frank way have the special characteristic of rationalised approach to human problems. This form of writing obtained its popularity due to the simplicity and brevity in presenting the matter, however abstract and commonplace it may be, e.g

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On Walking by Hazlitt, the City Night Piece by Oliver Goldsmith, The remarkable Coffee House Talks, subsequently taking shape into Addison and Steele the Tatler and the Spectator presenting with humorous and satirical comments on fashions, foibles, and faults of Queen Anne's London, proved almost stormy. It is too difficult to leave out the names of Aldous Huxley, The Brave New World, Ends and Means, R. L. Stevenson, Leo Tolstoi.

There are lives of great and remarkable men and women of the past and present. Biography and autobiography are subjective approaches to the life's problems and events. Biographies of the lives of Nelson, Lincoln, Marcus Aurelius, Antoninus. Meditations, St. Augustine. Confessions, Plutarch. Lives, short biographies of eminent Greeks and Romans, Thomas De Quincey. Opium Eater, John Gunther. Death Be Not Proud, Jawaharlal Nehru. Towards Freedom, M. K. Gandhi. Experiments in Truth. There is no end to such a list of biographies. These impressive and valuable books are bound to continue, for ever, help shape the lives and personalities of those who would learn from the experiences of those personalities.

Children are in no way less impressed and influenced by the powerful and lasting impact of books, which ultimately shape their personalities at a later stage in their lives. A few of the titles which have held the children spell-bound are Jonathan Swift *Gulliver's Travels*, Robert Louis Stevenson : *Treasure Island*, and works of Lewis Carroll, Vikramaditya and Vetal, Tenali Rama, *Ali Baba and Forty Thieves; Aladdin and the Lamp*, Stories from *Ramayana* and *Mahabharata* by C. Rajagopalachari, Charles and Mary Lamb. *Tales from Shakespeare*, Moliere;

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Cervantes de Madariaga . *Don Quixote*, *Dr. Jekyll and Mr Hyde*, and stories of Rabindranath Tagore for children . *Chitra*, *Mashi* and other stories. Very young readers usually prefer coloured illustrated books . Today we have talking books as well. Japan publishes a large number of fine illustrated books for children in the English language

Recently, due to the untiring efforts of the International agencies of the United Nations, and the other private organizations interested in the welfare of children both in their physical and mental calibre, are found helpful in the production of children's books as a part of their comprehensive programme . Special attention is also being given by the governments in the production of standard books suited to children at different levels. Perhaps, India may catch up with the Western nations in this regard by the end of this century

Science, Engineering, Technology, and Electronics have produced printed literature of an explosive nature . More than books, serial publications, proceedings, transactions of professional bodies far outweigh the books in number, the reason being that a book requires more time to be published than a journal, and the research findings may be brought to the notice of works as quickly as possible . From Archimedes, through Newton, Copernicus, Hippocrates, Darwin, Wright brothers, Max Plank, Madame Curie, Albert Einstein, C V Raman, and S Chandrasekhar, together with the nuclear and Space Scientists, like Homi Bhaba, Raja Ramanna, there are several intervening decades or centuries even. Every scientist generally tries to investigate the natural phenomena, understand, and make use of his research findings to better living standard of life . Although the universe is constituted by the five elements,

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it is not as easy and simple to know the reality, apart from the external appearance. Patient and long years of study and research work documented first in the serial publications, and subsequently in book form provide the basic knowledge of nature. Today the literature of science is more significant than ever and also the information on the nascent thought contained in the printed books and periodicals is vast and unlimited. Computers are now used to store and retrieve the information as manual methods fail to cope with the abnormal growth of scientific publications. Science has become a social and intellectual force in today's society. It revolutionises our thinking and outlook of people in all vocations and social levels.

A few examples of outstanding titles of science writers are given. These appear to be books for the general use by every one of us. E T Bell *Men of Mathematics*; The Queen and maid of sciences, Arthur Eddington *Nature of the Universe*, James Jeans *The Mysterious universe*, The Universe around us, George Gamow *The Birth and Death of the Sun*, Mr Tompkins *Breaks the Atoms*, One, Two, Three, Infinity, Lancelot Hogben: *Science for the citizen*. 1938, Willy Ley. *Rockets, Missiles, and Space Travel*, Karl Pearson *The Grammar of Science* 1892. (Even today popular as a classic interpretation of the scientific point of view), Norbert Wiener *Cybernetics* 1948 *Correlation of electronic computers with mental processes* shedding light on individual and social neuroses, Bertrand Russell *A B C of Relativity*

Reading and understanding of one's own self is entertaining and instructive. It helps every one to become a valuable citizen, and know his place in the vast universe.

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around us Due to this reason, biological science specially biographies and autobiographies of eminent scientists (biologists) are read by a large number of people than in physical science , Aldous Huxley , Albert Schweitzer.

As the first and foremost among the titles, it is natural to place Charles Darwin The Origin of Species, 1859 and Simpson G. G. . The Meaning of Evolution, 1949 It is forthright presentation of modern evolutionary thought and its effect on philosophy and ethics , H. G. Wells The Shape of things to come , Erwin Schrodinger What is life (A Nobel Prize Winning Work.)

Other branches of biology—Botany, Zoology are certainly a fascinating study , Linnaeus Applied biology Medicine, Veterinary medicine, Agriculture have splendid works by eminent scientists.

Isaac Asimov, (1920) : New guide to Science Basic, 1984. (This comprehensive work covers most of the major topics in science in a logical order Half of the book is devoted to biological area, and his rendering of technical concepts understandable even by non-scientists, is a superb quality of the author.)

David Attenborough, (1926) · The Living Planet a portrait of the earth. Little, 1985 (A virtual geography of life. Covers tropics to tundras, ocean depths to mountain tops, and explores the strategies that different species adopt to survive.)

Rachel Carson, (1907-1964) · The Sea around us Oxford Univ. Pr , (A sensitive and gracefully written origin of history, dynamics of the sea)

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Rene Dubos, (1901-1982) · So human an animal, Scribner, 1968. (The work was awarded the Pulitzer prize The writer, a microbiologist, approaches the problems of life in a philosophical outlook, specially in a technological society He offers an optimistic path for man in his future days ahead),

Stephen J Gould, (1941-) The Mismeasure of man Norton, 1981 (A documentation of the historical and contemporary misuse of biology to justify notions of racial inferiority. The writer explores the cheap views and sadly denounces them)

Horace Freeland Judson, (1931 -) The Eighth day of creation Makers of the Revolution in biology. Simon & Schuster, 1979 (A highly acclaimed historical account of the course of molecular biology and the discoveries made),

Peter Matthiessen, (1927 -) The Tree where Man was born Dutton, 1983 (A magnificent account of past and present relationships of the humans and animals, that have lived in the East African coast for several years A successful and widely acclaimed work) ,

Peter Medawar, (1915 —) and Jean S. Medawar The Life Science Current ideas in biology Harper & Row 1977 (A highly readable work by a Nobel Laureate and his eminent biologist wife deals with many of the frontiers of biological knowledge)

Hans Zinsser, (1878-1940) Rats, Lice, and History Little, 1935 (A masterly account of the role played by mammals and insects in spreading the human disease that affected the course of history)

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One or two titles covering the whole area of sciences are Thomas Outline of Science Its scientific authority is unquestioned, it contains select bibliography including popular and elementary works on fundamental scientific principles

A most comprehensive and authoritative reference containing work contributions from scientists of all countries in Mathematics, Astronomy, Physics, Geophysics, and Chemistry, Crystallography, etc., arranged in alphabetical order of the names of scientists with brief biography and also books and periodical articles in the alphabetical order of journals is Poggendorf, J C. ed *Bibliographische Literarisches Handwörterbuch zur Geschichte der exacten Wissenschaften*. 6 v in (II) Berlin, Verlag Chemie 1863-1938, reprinted in 1944, and brought to date It is an excellent source book No student of science or research scholar interested in any branch of science could afford to ignore its consultation.

There is also *Who's Who in Science* (International) 1902— date, which would serve very usefully to those who are in need of individual or specific scientists life and works in a moment's time

The weekly periodical *Nature* has remained a very popular serial covering briefly developments up-to-date in all branches of science The foregoing references are considered adequate to convince of their impact on individuals for a whole life time

Similar is the effect of books treating of applications of science and its principles to building materials, for manufactures and industries, and to electronics on which the latest computer products are based Communication

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has been revolutionised so much that even a civilized community is found slow to catch with it. Whether beginner or expert, one has to depend on printed reading materials for his information and to be efficient in his work. Even books of fiction occupy a second place, when compared to current scientific journals and reports which shape the performance of technology and ultimately of the people.

Agriculture, Medicine, Engineering, and Technology have such vast number of titles that one finds it difficult to choose. Some selective approach and preference to particular authors is the common practice. A few such titles are listed below for reference and further additions to suit the need of particular projects of study or research.

H R Malinowsky, and others *Science and Engineering Literature*, a guide to reference sources; 2nd ed Libraries Unlimited, Colo, 1976

McGraw Hill *Encyclopedia of Science and Technology*, an international reference work, 4th ed 1977.

G C. Gillispie, ed. *Dictionary of Scientific Biography* N Y, Scribners, 1970-1980 14 v.

A.R Dorling *Use of Mathematical Literature* London, Butterworths, 1977.

H Coblans, ed. *Use of physics literature* London, Butterworths, 1975.

R.E. Maizell · *How to find chemical information*, a guide for practising chemists, teachers and students New York, Chichester, Wiley, 1979.

The Development of Human Personalit

J W Mackay : Sources of Information for the Literature of Geology, an introductory guide 2nd ed London, Geological Society, 1964

History as a general term would mean the past actions, performances, and achievements of people in their activities and pursuits, but the activities understudy here are limited to the intellectual disciplines For instance, there can be a history of philosophy, history of science, or history of any branch of knowledge But here it is used in relation to countries, nations, and periods, e.g History of India, History of the English people, History of the ancient ages, medieval ages, modern period.

There is no present without the past, and no future without the present These three divisions of time are so closely interlinked that without the knowledge of the past history of a country or subject, its present cannot be truely understood, and no further progress in continuation can be made All of us, therefore, have to study the past, understand, before we proceed to learn and write of the present period. It concerns all the men and women. It is a fascinating subject and should not be considered and treated as a jumble of dates and events The experience of the past generations of people opens new visions of the present and future Thus the study of history and its influence over the development of human beings is unquestionable. A few outstanding titles of books of history are listed below, with the expectation that these works after being read and understood by people would be a major factor in the development of their personalities.

Crane Brinton, (1898—1968) : Ideas and Men, 2nd ed Prentice-Hall, 1963 (A well written and sound

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analysis of the major concepts in Western thought that have helped shape the course of Western civilization)

—same The Anatomy of Revolution Random, 1950 (This stimulating work provides a comparative study of English, American, French, and Russian Revolutions.)

William H. McNeill, (1917—) The Rise of the West a history of the human community Univ of Chicago Pr , 1963 (A fascinating and provocative work, monumental in scope that attempts to interpret the entire history of human societies into one continuous and cohesive story)

Henry B Parkes (1904—1972) Gods and Men 1959 (A good narrative history of the origins of the Western culture, with a critical analysis of the important shaping of ideas and ideals)

History, Geography are very old branches of knowledge. There are a very good number of valuable books covering the entire history, e.g ,

The Cambridge Ancient History, C U P. 1923-1939. 12 v and 5 v of plates, The Cambridge Medieval History, C U.P. 1911-1936 8 v , The New Cambridge Modern History C U P 1957-1979 13 v and Atlas They are precise and unquestionable in authority

A.L Basham · A Cultural history of India. Oxford, Clarendon P , 1975

R C Majumdar and A D Panickkar The History and Culture of the Indian People. 1939— date. 10 v ,

The Development of Human Personality

Minoo Masani · Our India (Most simple but fascinating study for children. Its appeal for the general reader cannot be discounted.)

Columbia Lippincott Gazetteer of the World, with 1961 supplement 1962 It is a geographical dictionary, covering every type of location and features in the world, giving pronunciation of the names, as well as other important information. Also information on the census and new nations and geographical changes are in the supplement

The World Almanac & Book of Facts. 1980. N Y
It is a very useful and popular work.

National Geographic Atlas of the world is exceedingly detailed with fine maps treating the world by geographic regions Also a descriptive text at the beginning of each section, statistical data and index add to the value of this work

Every civilized community today has something to do with the place on the planet, where he or she lives and ekes out the livelihood Being a vital subject dealing with the natural resources, environment, and proximity of communities, it is bound to have some appeal or other It is impossible to imagine how any one could fail to have interest in this subject

Fine Arts, including Music are the branches of knowledge reflecting the aesthetic ideas, performances and achievements of people In detail, they treat of Architecture, Sculpture, Design (Decorative), Painting, Music, and Dance. Each one of these disciplines has precise characteristics, and infinite and intangible appeal over the general as well as the prosaic people

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Every one of us is to a certain measure an artist, for living itself is an art. Perhaps it is the highest art. Instances of happy, contented, and good lives of men and women reveal their close contact with these disciplines and their performance moulded by these artistic qualities. Our tastes, sense of beauty, is reflected in the choice of food, clothing, and the style of eating, selection of home furniture and art show pieces, costumes, jewellery, flowers and their colours and fragrance. Further vocal and instrumental music, now cheaply available in phonorecords, discs, cassettes, radio, and television have played a very significant role in the life of people. Technology has positively helped to increase the popular appeal and also the level of achievements in these arts, e.g. the radio, television, and the satellite communication has been extending the knowledge to various parts of the world as quickly as the performance has taken place.

The graphic arts are indications of man's ideas and emotions, and his creative impulses. Even an army while marching needs music, and animals react to the soft and sweet tones by expressing their emotions, ordinary people enjoy music by listening and singing according to the emotional state they pass through. All the good things of life of the past are available to us in the form of books, but for the recorded music and the life of great composers of (musical) songs, the world would have been poorer by lack of information on Bach, Handel, and Tan Sen and Saint Tyagaraja, and Muthuswamy Dikshitar, and other great masters of music. Similar is the case with regard to great paintings, architectural specimens, sculptural achievements of the great masters-Leonardo da Vinci, Michael Angelo, Rembrandt, Rubens, and Picasso.

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Dance is a visual and symbolic expression of the mind, inward emotions—love, hate, anger, joy, pain, peace, sorrow etc by the organs of the body, specially the eyes, hands, legs, and the body as a whole geared to the imagined purpose. It is supported by appropriate background music called coriography, and control the movements, and adds to the interest of the viewers. Ananda k Coomaraswamy *The Dance of Siva* is a great classical work, providing information on the origin of the Dances of India and tracing it to the Divine Master Lord Siva, and Vedic times. The well known branch of the dances of India is the Bharata Natyam, which in its pure style, existed for centuries, but recently, it has been influenced by the other forms, and cultural contacts with other nations.

The lovers of music and dance would derive supreme enjoyment, while listening and viewing live performances or by means of radio and television, if they had read the biographies and commentaries of the composers and performers. The vital necessity of reading such documented literature in printed books gains additional importance and the power of books in moulding the opinions of viewers is easy to perceive. The various styles of music and drama have one common goal, and that is to give expression to the creative instinct and impulse in man. A few select titles given here are books which continue to exercise their impact on the people.

Benvenuto Celini Autobiography, 1500-1571.
(This is a vivid portrait of an unscrupulous genius, published in 1728)

Leonardo da Vinci : The Notebooks, 1938, describes his genius as painter, sculptor, architect, engineer and inventor.

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Helen Gardner . Art through the ages 1948 is a survey of art in relation to the modern world

Marion Baner . Music through the ages. 1932 is a comprehensive survey

G Sigmund Speeth . Art of enjoying music 1949

Encyclopedia of World Art N Y McGraw Hill, 1959-1968 14 v and index. (It is superbly produced as a major specialists' encyclopedia)

Grove, G Grove's Dictionary of music and musicians; 5th ed 1954, 9 v Supplement 1961. Macmillan There are excellent works on different kinds of music-Opera, Songs, Folk Music, National Anthems, Jazz, Rock Music, Chamber music.

It is appropriate to include Sarangadeva Sangita Ratnakara, on Indian Music, which is as old as *Vedas*

No doubt photography and coloured illustrations in print have attained a high level of perfection, but there is little of creative and inventive genius behind, as all of them are reproductions by sophisticated methods and equipment. The two titles stated here are well known as annual reference material of a high standard These indicate the advances made in printing and illustration styles Neblette, C B Neblette's Handbook of photography and Reprography . materials, processes and systems, 7th ed. N Y , Van Nostrand, Reinhold, 1977.

Penrose annual, the International review of the graphic arts. London, Northwood Books.

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Finally a word about the personality of man, who has an exterior and interior appearance and impact on his fellow men seems appropriate. The modern tendency is to hide the inward reality and focus attention on the exterior by dressing with neat and fine clothes. Without inward enlightenment, which can be had only by means of reading good books with understanding and introspection, man will shape into an unreal being, and attain the personality envisaged by Thomas Carlyle in his *Sartor Resartus*. Further his observation and assesment of books is cited in order to emphasize the power of books on human personality. "In books lies the *soul* of the whole past time, the articulate audible voice of the past, when the body and material substance of it has altogether vanished like a dream. Mighty fleets and armies, harbours and arsenals, vast cities, high domed, many engined-they are precious great but what do they become? Agamemnon, the many Agamemnons, Pericliesses, and their Greece - all is gone now to some ruined garments, dumb, mournful wrecks and blocks, but the books of Greece! There Greece, to every thinker, still very literally lives: can be called up again into life. No magic *rune* is stranger than a book. All that man kind has done, thought, gained or been it is lying as in magic preservation in the pages of books." Thomas Carlyle - *The Hero as a man of letters*

J. Ortege Y Gassett - The mission of the librarian
Antioch Review, v 21, 1961. "Democratic society is a daughter of books, the triumph of the book written by man over the book revealed by God, over the book of laws dictated by the autocracy"

Books are perhaps the top heritage of one generation to another, because nothing else is there to exercise such

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a powerful and eternal impact on human mind and shape the life and philosophy of men. May we call books as ambassadors par excellence and at large. They can go any where and be in perfect company with both prince and pauper. They don't require any protocol. In this regard, books are like the mythological great St Narada, who requires no formality and no credentials. If a man were so unfortunate as not able to read and enjoy the spirit and ideas imbedded in them, it is a curse. Early measures are needed to help such poor individuals.

“The Choice of Books is really the choice of our education, of a moral and intellectual ideal, of the whole duty of man. But though I shrink from any so high a theme, a few words are needed to indicate my general point of view in the matter.

In the first place, when we speak about books, let us avoid the extravagance of expecting too much from books, the pedant's habit of extolling books as synonymous with education. Books are no more education than laws are virtue, and just as profligacy is easy within the strict limits of law, a boundless knowledge of books may be found with a narrow education. A man may be, as the poet saith “deep vers'd in books, and shallow in himself.” We need to know in order that we may feel rightly, and act wisely. The thirst after truth itself may be pushed to a degree where indulgence enfeebles our sympathies and unnerves us in action. Of all perhaps the book-lover needs most to be reminded that man's business here is to know for the sake of living, not to live for the sake of knowing.”¹

1 Frederic Harrison. *The Choice of Books and other literary pieces*. London, Macmillan and Company. 1877. p. 20-21

I N D E X

Directions for using the Index

Being an alphabetical arrangement of the terms, look for the term you require under the commencing alphabet of the index entry at the appropriate place. If the term is indexed you will find the page number at the end. The names of titles of books and non-English terms considered significant are set in *italics*.

Persons as authors of their literary works are entered under their surnames followed by the other parts, and the page number at the end, where you will find them. In the case of Oriental writers, the entry is normally under the writer's personal name, which is usually the first. There are some exceptions in the case of persons better known by the last part of their names, which is only a caste name or some other than the surname as understood in the West.

Subjects are entered under the best known form of subject headings. The quickest method of locating a certain information is by using the index instead of looking at random on the pages.

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